



Position Title: Psychiatry Program Manager/Nurse Practitioner

Position Summary:

The Psychiatric Services Supervisor oversees the development and delivery of psychiatric services across all agency sites. This is a leadership position that works closely with other clinical and program supervisors to maintain the highest quality client services in a cost-effective manner. The Psychiatric Services Supervisor keeps abreast of the latest research in the field and ensures the agency's psychiatric services reflect current treatment recommendations. The Psychiatric Services Supervisor monitors applicable regulatory standards and ensures the agency's psychiatric services maintain compliance with all regulations and standards of accrediting and funding sources.

The Nurse Practitioner is a licensed independent practitioner who is responsible for managing behavioral health problems and coordinating health care for psychiatry department clients in accordance with all relevant rules and regulations and the nursing standards of care (assessment of health status, diagnosis, development of plan of care and treatment, implementation of treatment plan, and evaluation of patient status).

Qualifications:

Education:

- Graduate of an accredited school of nursing and an accredited Psychiatric Nurse Practitioner Program
- Current provider card in Basic Life Support (BLS) and Advanced Cardiac Life Support (ACLS); PALS provider card as required by department and facility

License:

- Current Nurse Practitioner certification

Experience:

- Minimum of 5 years of psychiatric and mental health experience preferred. 2 years' experience in the Nurse Practitioner role in a community-based setting preferred.

Skills:

- Ability to provide and develop psychiatric services, ability to communicate articulately and effectively, possesses a strong commitment to the coordination of services and working in a team environment.
- Ability to utilize data to improve clinical practice, interdepartmental and departmental workflow and procedures.

Requirements:

General Requirements:

- Upholds and follows the agency core values of integrity, empowerment, inclusivity and innovation in all aspects of the position.
- Creates a welcoming, respectful, and safe environment.
- Shares ideas and concerns in a constructive and respectful manner.
- Follows rules and requirements of all federal, state, local and accrediting bodies.

Psychiatric Services Supervisor Requirements:

- Work in close collaboration with the agency's Executive Leadership Team and Psychiatric Support Services Coordinator to ensure that agency policies, procedures and practices related to psychiatric services adhere to all federal, state, local and licensing/accrediting standards, are accurate and appropriate representations of the services being provided and are in line with best-practice and quality assurance standards.
- Provide direct, administrative supervision to all psychiatric providers, including Nurse Practitioners and Psychiatrists. This includes but is not limited to hiring and on-boarding new providers, providing on-going training and administrative supervision and coordinating with collaborating physicians and agency psychiatrists to ensure that service-appropriate licensure oversight is occurring for all providers and recommendations resulting from that licensure oversight are appropriately adopted.
- Ensure psychiatric staffing levels are appropriate to meet overall agency goals and to meet community service demands.
- Ensure that the agency's psychiatry team is able to implement, adjust to and maintain compliance with all structural changes required by external payer sources and oversight bodies, including, but not limited to the State of Ohio's BH Re-Design.



- Act as the primary liaison between Syntero and other collaborating providers for psychiatric services, including but not limited to Genoa Pharmacy, pharmaceutical sales representatives providing sample medications for client care and other hospitals, agencies and providers.
- Directly supervise the maintenance and control of the agency's medication samples and work collaboratively with the Psychiatric Support Services Coordinator to ensure the psychiatric department has all other medical supplies necessary to provide for client care.
- Actively participate in internal and external meetings related to psychiatric services and departmental management, including but not limited to participation in cross-program collaborative meetings, client service reviews and psychiatry department meetings.
- Facilitate Psychiatric Department Meetings.

Nurse Practitioner Requirements:

- Work with and provide a relevant range of direct and indirect service modalities for children, adolescents and adults.
- Consistently exercises discretion and judgment in regard to the treatment and services provided to clients.
- Function independently to perform psychiatric assessments for patients referred by agency staff or from our partner agencies whom we have established consultation procedures.
- Order and interpret diagnostic and therapeutic tests relative to clients' specific needs.
- Prescribe appropriate pharmacologic and non-pharmacologic treatment modalities.
- Implement interventions to support the patient to regain or maintain psychiatric stability.
- Assist with the provision of psychiatric care in accordance with federal, state, local, licensing/accrediting and agency regulations.
- Monitor the effectiveness of psychiatric interventions.
- Monitor OARRS site for medication compliance and documents each time, as required by law.
- Sign and maintain a collaborative agreement with an agency-approved collaborating physician and follows all requirements outlined in the agreement and spelled out by state law.
- Collaborate with multidisciplinary team members through HIPAA compliant verbal and written communication.
- Facilitates staff, patient and family decision making by providing educational tools.
- Maintain client records in accordance with State and Federal rules and regulations, CARF standards, and agency policies and procedures.
- Provide clinical supervision for NP students from accredited NP programs, NP staff, and/or students from other health related programs, as needed.

Other Duties: Please note this job description is not designed to cover or contain a comprehensive listing of activities, duties or responsibilities that are required of the employee for this job. Duties, responsibilities, and activities may change at any time with or without notice.

Classification: Non-exempt/part-time

Hours Required: 20 hours per week

Location: Variable

Supervised by: Chief Clinical Officer

Employee Signature

Date