

**Job Title: Psychiatric Nurse**

**Location: LaSalle/Ottawa**

**Hours: Monday- Friday 8:30AM-5:00PM**

**Job Summary:** Provides nursing services to clients who receive psychotropic or other medications for behavioral health disorders. Participates with psychiatrist in the provision of telepsychiatry services.

**Duties/Responsibilities:**

1. Responsible for providing medication education and monitoring to clients and their families.
2. Coordinates services with psychiatrist and other members of the treatment team
3. Completes medication education and monitoring for clients receiving psychiatry services.
4. Responds to nursing voicemail and requests for refills and rescheduling of appointments.
5. Monitors individual's health status and changes relative to medication changes or changes in symptoms
6. Consults with pharmacist, outside health care providers and internal team members to assure coordination and continuity of care
7. Provides health education on smoking, obesity, chronic illness, nutrition, and healthy lifestyles
8. Advocates for needed healthcare services on behalf of individuals
9. Uses technology to complete assessment, counseling, education and monitoring
10. Participates in trainings, meetings and supervision as required.
11. Completes Medication reconciliation upon admission, discharge from inpatient or medical appointments

*\*Performs other related duties as assigned.*

**Required Skills/Abilities:**

- Excellent verbal and written communication skills.
- Excellent interpersonal skills.
- Excellent organizational skills and attention to detail.
- Excellent time management skills with a proven ability to meet deadlines.
- Strong problem-solving skills.
- Ability to function well in a high-paced and at times stressful environment.
- Proficient with electronic health record and Computer programs
- Ability to assess and triage clients needs

- Ability to recognize symptoms and side effects related to health and medications

**Education and Experience:**

- **Completion of nursing school program with State of Illinois License as RN or LPN**
- **Preferred experience working in behavioral health setting**

If interested, please email your resume to [hr@ncbhs.org](mailto:hr@ncbhs.org).