

Job Title: Psychiatric Nurse Care Coordinator **Department:** Psychiatry
Location: Canton, IL and Macomb, IL **Hours:** Full-Time
Reports to: Clinical Manager **Effective Date:** 01-01-2022

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. Works with identified special population clients to provide care coordination activities in order to improve their physical and mental health.

Duties:

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. Completes Medication reconciliation upon admission, discharge from inpatient or medical appointments
9. Works with chronically ill or high-risk patients and their family/caregiver(s) to coordinate care
10. Collaborates and refers patients to other providers of healthcare and community services
11. Completes monitoring and follow up via phone or home visits in order to coordinate services
12. Connects patients with community resources
13. Assists patients with accessing preventative care

Education:

RN or LPN state licensed in Illinois
1-2 years' work experience in behavioral health
Preferred 1-2 years' work in care coordination

Salary and Benefits

- Competitive Salary with potential annual increases
- Full Time Benefit package, including Health, dental, vision insurance. LTD, 401K, PTO, Holidays

Resumes may be submitted to hr@ncbhs.org