



1101 West College Avenue • Spokane, WA 99201-2095 (phone) 509.324.1506 • (fax) 509.324.3604 • (TTY) 509.324.1464

Public Health Nurse 1 - FT

*Spokane Regional Health District is a "Tobacco Free" Workplace

An Equal Opportunity, ADA Compliant Employer
Veterans and persons of disability encouraged to apply

EMPLOYMENT BULLETIN: JOB #17-1
OPENS: March 24, 2017

STATUS: Regular
CLOSES: Open until filled or sufficient applications are received.

DIVISION: Treatment Services

PROGRAM: Opioid Treatment Program

SCHEDULE: The position will work 40 hours per week (1.0 FTE) Tue. – Fri. 5:15 am – 2:45 pm and Saturday from 6:15– 10:15 am. This registry may also be used for any additional PHN1 positions with similar qualifications which may occur in the next 6 months.

SALARY RANGE: \$4114.86-\$5358.67/month * This is the full salary range for the position (not including longevity pay). Starting salary will normally be \$4114.86/mo. Position includes a generous benefits package.

REQUIRED APPLICATION DOCUMENTS (incomplete applications or those missing required documents may not be considered):

- Fully Completed SRHD Application
- Background check form
- Cover Letter
- Resume

POSITION DESCRIPTION: Public Health Nurse 1 - OTP

- Responsible for daily dispensing of methadone/buprenorphine & naloxone as directed by the Medical Director or Medical Manager.
- Follows the essential functions and basic duties of the clinic and will participate in the weekly staffing for the care and function of the OTP patient.
- Backup for Tuberculosis program as needed.

MINIMUM QUALIFICATIONS:

Required Education:
<ul style="list-style-type: none"> • AA/AAS and graduation from an accredited professional school of nursing
Required Licenses:
<ul style="list-style-type: none"> • Valid license to practice as a Registered Nurse in State of Washington
Preferred Education/Experience:
<ul style="list-style-type: none"> • BSN Preferred • Previous experience working with substance abuse individuals helpful
Knowledge Skills and Abilities
<ul style="list-style-type: none"> • De-escalation skills • Knowledge and skills relating to substance abusing patients • Ability and willingness to learn computerized medication dispensing specific to Treatment Services • Basic keyboarding skills • Experience working with diverse population. • Ability to work flexible hours. • Ability to communicate and interact with other medical professionals regarding patient’s involvement on Methadone or Buprenorphine/Naloxone program and interaction with other prescribed medications.

For a detailed position description and application form, visit us at www.srhd.org or contact the office of Human Resource Services by mail or phone. Please see reverse side for additional application information.

This position is represented by Washington State Nurses Association union.

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MAJOR RESPONSIBILITIES:

- Assist in opening and closing of dispensary clinic. Appropriately dispenses Methadone or Buprenorphine/Naloxone and other medications such as Antabuse to registered patients as required.
- Complete Jail dosing when needed, by walking to the jail to dose individuals.
- Accounts for and accurately records all Methadone or Buprenorphine/Naloxone received and dispensed. Records and accounts all Methadone or Buprenorphine/Naloxone received and dispensed.
- Order Methadone or Buprenorphine/Naloxone and maintain an adequate supply to meet demands including adjustment for emergencies
- Utilizes medical judgment during the stabilization process and during daily dispensing to ensure patients are utilizing medications properly and appropriately. Informs Medical Director, Medical Manager, OTP ARNP, Program Administrator, Counselors and Program Manager as necessary on patient care.
- Monitors all patients (with special attention to stabilizing, detoxifying and pregnant patients) during dispensing to ensure they are using medication properly and assists with any observable health problems. Observes patient random urine sample specimen collection when needed on an emergency basis.
- Input medication order changes in computer (i.e. dose change, care plans, dose holds, holidays, etc.).
- Perform venipuncture for blood work for individuals and package specimens for lab pick-up or mailing to lab, per biohazard standards.
- Performs EKG's on individuals on the program along with vitals.
- Monitors prescription medication with pill counts. Compares UA results with Rx log. Communicates closely with prescribing practitioners. Notifies team when medications are not being used as prescribed.
- Participate in weekly case staffing with Treatment Team members.
- Insure adequate supplies are procured as required and advises the Medical Manager / Program Administrator as to any additional needed equipment.
- Provides medication information services to area hospitals and jail in case patients are hospitalized or incarcerated.
- Verify last dose and amount of last dose for courtesy dosers when needed.
- Participate in Quality Improvement and Logic Models for program evaluation.
- Backup for Tuberculosis Program performing contact investigation, specimen collection to include blood or sputum, Direct Observation Therapy, assessments, medication monitoring.
- Maintain HIPPA and 42 C.F.R. Part 2 Confidentiality

ENVIRONMENTAL FACTORS:

- Indoors, sedentary with 8 hrs./day sitting/standing.
- 4-5 hrs./day keyboarding.
- Strong written, verbal, and listening skills.
- Communication skills to interact effectively with people.
- Comprehend and process verbal communication.
- Ability to discern odors.
- Visual acuity to read small print and ability to discern odors.
- Must be able to bend twist and stoop, and lift/carry up to 25 lbs. on an occasional basis.
- Ability to type, file, and complete forms with or without accommodation.

The work environment characteristics described above are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

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