

## **Job Title: REGISTERED NURSE—GILMORE CENTER, KALAMAZOO**

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**Position Reports To:** Medical Director/Nursing Coordinator

**Supervision Exercised:** Health Care Attendants

### **General Statement of Duties:**

The Nurse is responsible for the monitoring and treatment of patients in sub- acute detoxification and for provision of medical services for patients in residential treatment. This is done under the direction and supervision of the physician in charge and in coordination with the residential coordinator.

### **Tasks/Responsibilities:**

- Provide access to care services in accordance with Standard Policy and Procedure. Access to Care section.
- Provide medical services on-site as necessary according to the guidelines outlined in the Standard Policy and Procedure – Introduction to the Detox Unit.
- Provide direct patient care and documentation of that care.
- Accurately collect history and physical data on each client upon admission.
- Dispense prescribed medications according to the written, standing orders, and/or verbal orders of the physician in charge.
- Dispense over-the-counter medications per consultation and/or standing orders with the physician in charge and/or at client's request.
- Maintain patient records according to CARF, State of Michigan, and Community Healing Centers' policy and standards.
- Screen; assess the medical needs of all clients.
- Maintain the confidentiality of all clients and their records as required by Federal Law.
- Inform; educate clients regarding the detoxification process/procedure and interpret any laboratory results as needed.
- Provide referral(s) for physical health issues upon discharge from detoxification/treatment or at any time, as needed.
- Maintain inventory of medical supplies, equipment and medications, as needed to perform adequate care responsibilities.
- Assist in training/orientation for new staff.
- Abide by the rules and laws of the licensing, according to the Center of Substance Abuse Services, under Public Acts 55 and 56, of the State of Michigan.
- Serve on committees or task forces, etc., as requested
- Participate in the daily multidisciplinary team meetings.
- In compliance with the required protective measures, as specified by Community Healing Centers' Infection control Policies and Procedures; properly handle, label and clean potentially infectious materials (i.e., blood, urine, feces, bodily fluids, etc).
- Document annual training related to OSHA and CARF standards regarding and Universal Precautions/Infection Control.
- Assist the residential coordinator with all aspects of the intake and admission process.
- Administer the Mantoux TB skin test to clients and staff, as clinically indicated.

**Required Qualification / Competencies:**

- Registered Nursing degree
- Current licensure in the State of Michigan
- Education or experience in the treatment of chemical dependency is desired.

**Working Conditions:**

- Work requires direct contact with alcohol and drug abusers including individuals that may use injectable drug/needles; because such drug abusers are at high risk for tuberculosis infection, all staff are required to be screened for tuberculosis and understand that they may be exposed to tuberculosis in the course of their job.
- Work will be performed at the Jim Gilmore Treatment Community Healing Center of Kalamazoo, indoors in a climate-controlled office.
- Work may require some light lifting and carrying, prolonged standing and handling of hazardous materials.

**EEO Statement**

It is our policy to provide equal employment opportunities to all qualified individuals without regard to race, color, religion, gender, gender identification, sexual orientation, age, national origin, height, weight, marital status, veteran status or mental or physical disability in accordance with all applicable Federal, State and local laws and ordinances.

**Job Type: Part-Time**