



SOUTHERN IOWA MENTAL HEALTH CENTER

JOB DESCRIPTION

TITLE: ACT Staff Nurse

SUPERVISED BY: ACT Team Lead

Approved By the Board: 9.26.2019

Revised: 6.2024

EQUITY STATEMENT:

At Southern Iowa Mental Health Center (SIMHC) we are committed to fostering an environment of equity, inclusivity, and respect. We recognize the unique challenges that individuals from diverse backgrounds may face in their mental health journeys. Our practice is dedicated to providing compassionate and culturally sensitive care that values the inherent worth and dignity of every person.

We believe in acknowledging and addressing the impact of systemic inequalities on mental health. Our commitment to equity is reflected in our efforts to create a welcoming space where individuals of all races, ethnicities, genders, sexual orientations, abilities, and socioeconomic statuses feel understood and supported.

JOB SUMMARY:

To work collaboratively with prescribers, the multidisciplinary ACT team, community agencies and other members of SIMHC in providing community-based care for patients in the ACT program. Provide clinical and program development expertise to the ACT program in the area of physical and psychosocial assessment and medication and symptom management for persons with serious and persistent mental illness. This is an hourly position and reports to the ACT Team Lead.

I. PRIMARY JOB FUNCTIONS:

- Establish and maintain strong therapeutic alliances with persons with serious and persistent mental illness.
- Practice within a multidisciplinary team using a shared case management model.
- Conduct comprehensive assessment of health history of ACT patients.

- Provide comprehensive intervention including medication monitoring, symptom monitoring, social and independent living skill building, integrated dual diagnosis treatment, occupational and educational supports, problem-solving assistance, supportive counseling for patients and families, and crisis intervention.
- Coordinate services provided by the multidisciplinary ACT team and multiple community based human service agencies for assigned patients.
- Participate on the interdisciplinary ACT team, contributing to the design, implementation and evaluation of treatment plans structured to meet each individual patient's needs. Contribute significantly to the planning, delivery and evaluation of rehabilitation services.
- Perform data collection/analysis as required to complete ACT QA/QI projects.
- Establish and maintain a positive presence in the community, demonstrating and operationalizing the mission of the ACT program and in performing work-related functions.
- Responsible for the cost-effective management of supplies and equipment used in the ACT program.
- Establish and maintain inventory management systems, staff/patient appointment scheduling systems designed to efficiently meet the needs of ACT patients and community service agencies.
- Serve as a role model and provide educational opportunities for students in a variety of health science fields by exposing students to the ACT program.
- Monitor patient/public safety during ACT group activities that occur in public settings within the local community.
- Assist with management and development of the ACT patient database to facilitate program planning and evaluation needs.
- Document patient care activities in the patient's medical record according to established standards.
- Initiate and maintain correspondence between ACT providers and local community agencies as needed.
- Be on call for ACT patients as part of a rotating schedule.
- Perform other functions as requested.

II. QUALIFICATIONS:

- Current Iowa RN license
- Experience in Psychiatric/Mental Health Care with persons who have schizophrenia and other serious and persistent mental illness.
- Experience and /or significant understanding of the ACT model.
- Experience and/or significant understanding of the integrated treatment of co-occurring substance abuse and serious mental illness.
- Experience in the management of psychiatric emergencies and crises situations.

III. REQUIREMENTS FOR POSITION:

- Valid Iowa driver's license.
- Must adhere to Driver policy 24.3 (4) as part of ongoing job requirement.
- Maintain required skills in CPR, violence management training, and safety and infection control.
- Participate in staff meetings and other appropriate committees as requested.
- Effective communication with patients, families, and members of a multidisciplinary treatment team.

I, _____, acknowledge receipt and understand my position description and agree to abide by the functions/responsibilities stated. It is understood that this is not to be interpreted as a legal document or as an employee contract. Employment with SIMHC is “at will” and may be terminated with or without cause at any time for any reason at the discretion of the Center. I understand my job title is: ACT Nurse. I understand it is my responsibility to request accommodations if there are any parts of this job description, I am unable to perform. I understand that SIMHC will try to meet those accommodations to the best of their ability, however not all may be possible

Employee Signature

Date

Supervisor Signature

Date