

# Supervising Nurse

Jewish Board of Family and Children's Services

Bronx, NY

Program Director

Posted on July 31, 2019

---

## Job Description

### PURPOSE:

The Ittleson Center RTF program serves emotionally vulnerable youth ages five to 13 who are challenged by trauma-related and psychiatric issues. The RTF provides supervised living units and programs of therapeutic and educational services that emphasize family interaction and strengthening of community support networks.

### POSITION OVERVIEW:

The Nursing Supervisor is responsible for the day to day supervision of the program's nursing and direct support staff regarding all medical procedures.

## Responsibilities

### Responsibilities include, but are not limited to:

- Oversee all aspects of the medical/nursing department(s) in assigned programs
- Implement and integrate medical protocols into the management of client medical diagnoses
- Respond/manage medical and psychiatric crises and participate in ESI, as needed
- Supervise other nursing staff in the execution of the medical protocols
- Perform medical documentation reviews to ensure the program is audit ready
- Administer medication to clients within scope of practice
- Act as medical representative at mental health team meetings
- Responsible for the medical component of governmental and COA audits/compliance
- Take a leadership role in client education programs on relevant health related issues

- Supervise pharmacy reviews and medication security procedures
- Responsible for verification that hospitalized clients receive timely and appropriate care
- Function as clinical liaison with program physicians and psychiatrists
- Responsible for Coordination of medical services provision for all residential clients who attend outside educational facilities with school nurses and Campus nursing care
- Coordinate, prepare and distribute all routine administrative medical reports, as required by any licensing and/or regulatory bodies
- May be asked to carry a cell phone and be on call for the program
- Other duties as assigned

## **Qualifications**

- A Bachelors of Science in Nursing is required; RN also accepted
- A Minimum of 2-3 years of clinical/behavioral health experience required

## **Application Instructions**

<https://chm.tbe.taleo.net/chm04/ats/careers/requisition.jsp?org=JEWIBOAR&cws=1&rid=4486>