

CLASS SPECIFICATION
County of Fairfax, Virginia

CLASS CODE: 3661

TITLE: BEHAVIORAL HEALTH NURSE SUPERVISOR

GRADE: S-26

DEFINITION:

Under general supervision, serves as a nursing supervisor, providing administrative and clinical supervision to a team of professional staff, which may include therapists, counselors, nurses, and psychiatrists in the provision of direct care management, medication management, and case management services to medically compromised clients with acute mental illness, substance use disorders, and developmental disorders; provides behavioral health nursing services to assigned caseloads as a nurse case manager; provides supervision and coordination for medication /medical services; and performs related work as required.

DISTINGUISHING CHARACTERISTICS OF THE CLASS:

The BHN Supervisor differs from the BHN Clinical Nurse Specialist in that the BHN Supervisor performs supervisory functions which may include program and facility management, and functions as a nurse case manager with an assigned caseload, whereas the BHN Clinical Nurse Specialist serves as a clinical expert and a licensed primary therapist.

ILLUSTRATIVE DUTIES:

Supervises nurses and/or multi-disciplinary teams of medical and non-medical service providers; Provides supervision and coordination for medication/medical services, including but not limited to delivery of medication, monitoring medication room, and inventorying medications; Supervises and/or provides direct nursing client care in a full range of individual and group counseling and case management services, to include relapse prevention, community maintenance, adaptive behavior change, crisis intervention and stabilization; Performs physical/mental health assessments, including laboratory testing of new clients at intake and to clients on an ongoing basis as case manager; Monitors and assesses clients for risk of harm to self and/or others; Develops treatment plans and adapts treatment interventions and approaches; Documents assessments, treatment plans and quarterly reports on clinical status of clients; Monitors and documents medication trials; Monitors client responses to psychobiological and nursing interventions, medications and other treatments; Develops and implements programs, activities and services, including training and educational activities; Researches and provides liaison for available community, private and government resources and support for clients requiring multiple services; Ensures that program is in compliance with applicable federal, state, and local policies, regulations and statutes; Performs quality assurance reviews;

CLASS CODE: 3661

TITLE: BEHAVIORAL HEALTH NURSE SUPERVISOR

GRADE: S-26

Page 2

Participates in the assessment and identification of the need to expand services to address emerging issues or service gaps in the Community Services Board's service delivery system, making recommendations for improvements or changes;

Provides staff supervision, assigns, reviews and plans the work of subordinates, including performance evaluations, employee development and selection;

REQUIRED KNOWLEDGE, SKILLS, AND ABILITIES:

Knowledge of nursing standards, theories, principles, practices, methods, processes, and procedures;

Knowledge of the principles, theories, and methods of the psychological and social development of the individual;

Thorough knowledge of intake procedures, social history development, and interviewing techniques;

Knowledge of substance use disorders and addiction signs and symptoms, assessment techniques, treatment interventions and approaches;

Knowledge of human growth and development, anatomy and physiology, pharmacology (e.g., side effects, contraindications), preventive medicine, epidemiology, and nutrition;

Knowledge of psychiatric, psychological, and/or sociological terminology and concepts;

Knowledge of clinical supervisory methods and techniques;

Knowledge of federal and state regulations and guidelines for medication clinics and treatment centers;

Knowledge of available County, state, community, corporate and private resources and support for clients with mental and/or co-occurring substance use disorders/physical/mental illness;

Ability to conduct mental and physical health assessments and apply treatment approaches/modalities;

Ability to assess and monitor the effects of psychotropic and other medications;

Ability to identify co-occurring conditions and assess level of risk to self and others;

Ability to develop, prepare and conduct programs, activities, presentations and services;

Ability to supervise and train service professionals;

Ability to conduct performance evaluations and implement personnel procedures;

Ability to develop and maintain effective working relationships with subordinates, co-workers, public and private sector organizations, community groups, and the general public;

Ability to work as a supervisor/case manager in a multi-disciplinary team;

Ability to maintain records and prepare reports;

Ability to communicate effectively, both orally and in writing.

EMPLOYMENT STANDARDS:

Any combination of education, experience, and training equivalent to the following;

Graduation from an accredited college or university with a master's degree in nursing; PLUS

3 years of post-licensure experience as a nurse in the specialty area of psychiatric mental health nursing, substance use disorders, intellectual disability, or relevant clinical specialty.

CLASS CODE: 3661

TITLE: BEHAVIORAL HEALTH NURSE SUPERVISOR

GRADE: S-26

Page 3

CERTIFICATES AND LICENSURES REQUIRED:

Possession of a current license to practice as a Registered Nurse in the Commonwealth of Virginia or a multistate licensure privilege to practice as a Registered Nurse in Virginia;

NECESSARY SPECIAL REQUIREMENT:

Criminal background record check;

TB screening upon hire and annually thereafter.

Contingent upon area of assignment, some positions within this class will require a National Provider Identifier.

REVISED: November 9, 2011
ESTABLISHED: April 3, 2007