



## **JOB DESCRIPTION**

**TITLE:** Staff Nurse Practitioner

**STATUS:** Exempt/On-Call

**PROGRAM/DEPARTMENT:** Crisis Program- Adult Division

**IMMEDIATE SUPERVISOR:** Agency Medical Director

### **SUMMARY OF POSITION RESPONSIBILITIES:**

Staff Nurse Practitioner will provide urgent psychiatric consultation and treatment to patients in crisis centers or provide ongoing Psychiatric care to patients in outpatient clinics and those already undergoing treatment for substance abuse and mental health problems. The ideal candidate will be well versed in assessment, differential diagnosis, treatment planning, crisis intervention, and prescription of psychotropic medication. Working in a multi-disciplinary team format is essential as is comfort working with a minority and underserved population in a community setting; a particular focus of the agency is to provide culturally competent mental health and wellness care to the African American community in San Francisco.

### **GENERAL DUTIES:**

1. Perform psychiatric diagnostic evaluations and formulate treatment plans with staff for patients with dual diagnoses who present in crisis or in need of urgent mental health care.
2. Prescribe, dispense and monitor psychotropic medications according to protocols.
3. Identify and triage to appropriate medical intervention around substance abuse problems including acute intoxication.
4. Potentially supervise and collaborate with non-medical staff and trainees.
5. Obtain and monitor appropriate laboratory testing and vital signs.
6. Maintain confidential medical records and submit billing for all services rendered.
7. Provide patient consultation to other team members.
8. Attend and participate in weekly staff meetings.
9. Respond to psychiatric and medical emergencies with triage assessment and referrals.
10. Perform other related tasks as assigned.

### **QUALIFICATIONS:**

1. Graduate preparation in Psychiatric/Mental Health Nursing.
2. Licensed in California as a registered nurse (RN) and a Nurse Practitioner (NP).
3. National certification as a Psychiatric/Mental Health Nurse Practitioner is preferred.
4. Possession of Nurse Practitioner Furnishing Number and Drug Enforcement Administration (DEA) registration number.

**WORK SCHEDULE:** Monday – Friday Variable Hours  
Occasional Saturdays, Evenings, Holiday Shifts

**Westside Community Service is an Equal Opportunity Employer. People of Color and/or Bilingual are Encouraged to Apply.**

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Employee Signature

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Date