

**LIFE MANAGEMENT CENTER OF NORTHWEST FLORIDA, INC.**  
**JOB DESCRIPTION**

**DATE ESTABLISHED:** 11/09/98  
**DATE AMENDED:** 07/22/13

**TITLE OF POSITION:** Outpatient Psychiatric Advanced Registered Nurse Practitioner

**POSITION NUMBER:** 49

**MINIMUM TRAINING AND EXPERIENCE REQUIREMENTS:**

Master's degree in the psychiatric nursing clinical specialty area with preparation in psychiatric practitioner skills; Florida registered nurse license; certification as an Advanced Registered Nurse Practitioner as defined in Chapter 464, Florida Statutes.

Compliance with minimum standards for screening of mental health personnel as contained in F.S. 394.4572.

**SUPERVISOR:** General Clinical Supervision: In accordance with physician supervisory agreements and protocols filed with the Florida Department of Health Board of Nursing. Administrative Supervision: Program Director.

**POSITIONS SUPERVISED:** None

**SALARY MINIMUM:** \$82,000 Base Salary

**WAGE AND HOUR STATUS:** Exempt: xx (Professional)  
Non-exempt:

---

**DESCRIPTION OF DUTIES AND RESPONSIBILITIES:**

**ESSENTIAL FUNCTIONS** (Essential functions of this position are listed below. The position also includes additional functions as needed and/or assigned by supervisor.)

**OUTPATIENT CARE**

1. Psychiatric evaluation and treatment planning.
2. Individual medical psychotherapy and pharmacologic management.
3. Confer with and advise staff, relative and other appropriate persons on the care, treatment and prognosis of the patient.
4. Provide medication teaching and education to patients.

**CONSULTATION AND EDUCATION**

1. Consult with other medical and non-medical personnel on clinical issues and individual patients.

## **ADMINISTRATIVE AND QUALITY MANAGEMENT**

1. Document and report psychiatric services and activities within designated time frame.
2. Maintain compliance with guidelines and requirements of funding and accrediting agencies and professional psychiatric standards.
3. Complete appropriate forms and documentation of services as required for reimbursement.
4. Attend and participate on committees and work groups as assigned.

## **PROFESSIONAL GROWTH AND DEVELOPMENT**

1. Compliance with professional licensing, credentialing and privileging requirements.
2. Compliance with mandatory staff training requirements.

## **TRAVEL**

1. Travel required between clinics or other service sites.

### **Physical & Other Requirements:**

Activity	Expectation		
Standing	<input type="checkbox"/> Minimal	<input checked="" type="checkbox"/> Moderate	<input type="checkbox"/> Frequent
Sitting	<input type="checkbox"/> Minimal	<input checked="" type="checkbox"/> Moderate	<input type="checkbox"/> Frequent
Driving vehicles	<input type="checkbox"/> Minimal	<input checked="" type="checkbox"/> Moderate	<input type="checkbox"/> Frequent
Lifting and/or Carrying	<input type="checkbox"/> Minimal	<input checked="" type="checkbox"/> Moderate	<input type="checkbox"/> Frequent
Bending and/or Stooping	<input type="checkbox"/> Minimal	<input checked="" type="checkbox"/> Moderate	<input type="checkbox"/> Frequent
Climbing Stairs and/or Ladders	<input checked="" type="checkbox"/> Minimal	<input type="checkbox"/> Moderate	<input type="checkbox"/> Frequent
Walking or Moving (between offices, other facilities, etc.)	<input type="checkbox"/> Minimal	<input type="checkbox"/> Moderate	<input checked="" type="checkbox"/> Frequent
Other (lift above waist/reaching etc., please explain)	<input type="checkbox"/> Minimal	<input checked="" type="checkbox"/> Moderate	<input type="checkbox"/> Frequent

Speaking:

☒ Yes

☐ No

Hearing:

☒ Yes

☐ No

Reading Comprehension:

☒ Yes

☐ No

Repetitive motion with hands, wrists, arms

☒ Yes

☐ No

(e.g keyboard, typing, handwriting, etc.)

Ability to lift and carry up to **20** pounds.

Ability to handle stressful situations: ☐ Minimal ☐ Moderate ☒ Frequent

	Infrequent	Occasional	Frequent	N/A*
Travel Same Day	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Travel Overnight	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Overtime (Non-Exempt only)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Holidays/Weekends	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Shift Work (PMs/Midnights)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
----------------------------	--------------------------	--------------------------	--------------------------	-------------------------------------

Copy received by:

\_\_\_\_\_DATE: \_\_\_\_\_