



STONEWATER[™]

ADOLESCENT RECOVERY CENTER

Position Description: Registered Nurse (RN)
Reports to: Executive Director

As with all Stonewater Adolescent Recovery Center staff, it is the responsibility of the RN to ensure the individual care, safety and supervision of the adolescent patients living at Stonewater. The RN will also have responsibility for the medical care, safety, cleanliness and maintenance of the actual “home” and outside property, as needed and directed. The specific job responsibilities include, but are not limited to:

1. Essential Functions:

- a. Ensure quality and safe delivery of medical health services to adolescent patients.
- b. Implement applicable portions of the plan of care formulated by Medical Director/Providers and Stonewater clinical team.
- c. Provide accurate and timely documentation of care given.
- d. Administer medication per physician’s orders. Document properly in medication record. Observe patients for any adverse reactions and notify physician accordingly.
- e. Prepare incident/accident reports for patients as needed per policy. Notify physician and supervisor post incident/accident per policy and document appropriately.
- f. Maintain safe and healthy working environment and use safe work methods and procedures in accordance with clinical standards.
- g. Assist patients in learning appropriate self-care through individual instruction, education groups and related activities (i.e. following medication directions, avoiding STDs/HIV, etc.).
- h. Organize, monitor and ensure availability of supplies/material resources necessary for meeting the needs of patients.
- i. Recognize emergencies and life-threatening situations and initiate appropriate action(s).
- j. Maintain confidentiality and patient rights regarding all patient personal information.
- k. Be punctual in reporting for scheduled shifts and notify the Clinical Director or Executive Director in cases involving emergencies or other factors that may influence work attendance, early shift leave and punctuality. (At no time can you leave or fail to attend your scheduled shift without prior verbal approval from the Clinical/Executive Director.)
- l. Perform any other duties requested by superiors.

2. Non-Essential Functions:

- a. Be flexible and available to work all shifts assigned (no individual staff member is ever guaranteed a specific shift – all work scheduled shifts are assigned in accordance with the changing needs of the patients and facility).
- b. Aid in promoting Stonewater’s philosophy by equipping, encouraging and empowering each patient at Stonewater to be and do all they were created to do and helping them to understand that they were created on purpose for a purpose.
- c. Handle any incident, crisis, perceived danger, elopement and/or conflict in a professional and loving manner consistent with Stonewater’s program statement and crisis training. Be able to notify all

- emergency personnel and necessary staff members in crisis situations and complete all necessary paperwork related to incidents in a thorough and timely manner.
- d. Supervise the patient and provide skill training as needed in the maintenance of a clean, safe and healthy environment.
 - e. Plan and supervise the cleanup of daily meals and nutritious snacks that occur during the scheduled shift.
 - f. Be aware of approved and needed items for the entire home including food, pantry, personal hygiene, laundry, bedroom, etc.. Provide frequent lists of needed items to the Clinical/Executive Director to ensure sufficient supplies are available.
 - g. Assist in the supervision of life skills such as washing/folding clothes, making beds, ironing clothes, choosing outfits appropriate for occasions, setting a table, table manners, etc. as directed by the Clinical/Executive Director.
 - h. Teach appropriate conflict management resolution skills and healthy relational boundaries.
 - i. Upon arrival, check-in with team members from the previous shift for a debriefing regarding the day; review the patients' daily logs and staff communication binder. Provide a debriefing to the next scheduled shift prior to leaving your shift.
 - j. Encourage compliance with all Stonewater expectations and policies with all patients, staff and volunteers. Address any conflicts and concerns directly with staff in a professional, loving and confidential manner. Consistently seek to maintain unity and cohesion in the program and respect for all members of the program.
 - k. Ensure all daily documentation is completed, including but not limited to: staff communication log, patient daily logs, incident reports, medication files, patient phone logs, etc.
 - l. Attend all staff meetings as directed, even when not on your assigned shift unless prior approval has been agreed.
 - m. Participate in continuing education and training events described in the training plan of the program's policies and procedures.
 - n. Facilitate transportation of patients to appointments, outings and family visitations as directed by Clinical/Executive Director.

3. Educational/Professional Qualifications:

- a. Diploma from an accredited RN program currently licensed in the State of Mississippi.
- b. Must demonstrate an ability to effectively communicate to patients who struggle with mental health and substance use disorders and demonstrate/model effective and consistent communication skills.

4. Personal Qualifications:

- a. A passion to work with adolescents who struggle with mental health and substance use disorders; to help them experience healing, life change and purposeful living; and belief that change can happen under the conditions proposed in the vision statement.
- b. Good physical health, emotional maturity and sound judgment.
- c. Ability and stamina to work with the population at Stonewater within state regulations and Stonewater policy even if regulations/policy go against personal beliefs.
- d. Flexibility in work hours, programs and services.
- e. Uphold the organization's core values and vision.

- f. Ability and desire to work with patients/staff/volunteers who have varying faith backgrounds.
- g. Experience in working as part of a team.
- h. Good communication skills.
- i. Access to a reliable vehicle.
- j. Current and valid driver's license and seven years driving experience.
- k. An approvable DMV record.
- l. Proof of current, effective driver's insurance.
- m. Child Abuse Index Check clearance.
- n. Fingerprint/DOJ clearance.
- o. Proof of current Basic Life Support.
- p. Health and TB clearance.
- q. Good time management skills and an ability to multi-task.
- r. Ability to self-initiate activities/tasks
- s. For individuals self-identifying as in recovery, there must be at least one year of sustained recovery time.