

STATE OF ALABAMA
DEPARTMENT OF MENTAL HEALTH



KAY IVEY
GOVERNOR

Bryce Hospital
1651 Ruby Tyler Parkway
Tuscaloosa, Alabama 35404-2990
Phone (205) 507-8200
Fax: (205) 507-8352
www.mh.alabama.gov



LYNN T. BESHEAR
COMMISSIONER

SHELIA T. PENN
FACILITY DIRECTOR

**ANNOUNCEMENT OF INTENT TO FILL A NON-MERIT SYSTEM POSITION
AN EQUAL OPPORTUNITY EMPLOYER**

JOB TITLE: Mental Health LPN I
(Patient Education Program Instructor)
8:00 a.m. - 4:30 p.m., Monday - Friday

NUMBER: 17-19

DATE: 09/15/17

JOB CODE: N1000

PCQ #: 8801482

JOB LOCATION: Bryce Hospital
Tuscaloosa, Alabama

SALARY RANGE: 62 (\$31,488.00 - \$41,258.40 Annually)

MINIMUM QUALIFICATIONS: Standard High School graduation, and graduation from a state-approved School of Practical Nurse Education.

NECESSARY SPECIAL REQUIREMENT: Possession of a certificate of registration as a Practical Nurse issued by the Alabama Board of Nursing.

KIND OF WORK: This position is the Patient Education Program Instructor for seriously mentally ill adult and geriatric patients. Work includes the following duties and responsibilities: Conducts classes to educate patients about their hospitalization, psychiatric disorder, services and interventions, recovery, and release to the community; Confers with Treatment Team and other staff related to patients' attendance and progress; Completes accurate and timely progress notes; Attends Treatment Team meetings as needed; Attends in-services and meetings; Structures educational outings for patients; Assists in coordinating trips with patients; and Assists with duties necessary to maintain clean classrooms, kitchen and laundry room, adequate supplies, and update Universal Precaution trays.

REQUIRED KNOWLEDGE, SKILLS, ABILITIES: Ability to read and comprehend documents; Knowledge of prescribed medication types; Ability to effectively communicate orally and in writing; Knowledge of first-aid techniques; Knowledge of isolation and restraint techniques; Ability to organize job tasks; Ability to use various software programs; Ability to interact with various types of people; Ability to make independent decisions; and Ability to establish priorities.

METHOD OF SELECTION: Applicants will be rated on the basis of an evaluation of their job related training, abilities, experience, and education, and should provide adequate work history identifying experiences related to the duties and minimum qualifications as above mentioned. All relevant information is subject to verification. **Drug screening and security clearances will be conducted on prospective applicants being given serious consideration for employment whose job requires direct contact with patients.**

HOW TO APPLY: Use an "Application for Professional Employment" (Exempt Classification) which may be obtained from our website at www.mh.alabama.gov or Bryce Hospital, Human Resources Department. **Indicate your Alabama nursing licensure number on your application as directed.** Only work experience detailed on the application form will be considered. Additional sheets, if needed, should be in the same format as the application. Resumes will not be accepted in lieu of an official application. Applications should be returned to Bryce Hospital, Human Resources Department, 1651 Ruby Tyler Parkway, Tuscaloosa, Alabama 35404 by **UNTIL FILLED** in order to be considered for this position. An official copy of your academic transcript from the university or college from which you received your nursing degree is required and must be forwarded by the college or university to the Human Resources Department at the above address.

www.mh.alabama.gov