



KAY IVEY  
GOVERNOR

STATE OF ALABAMA  
**DEPARTMENT OF MENTAL HEALTH**  
**BRYCE HOSPITAL**  
1651 RUBY TYLER PARKWAY  
TUSCALOOSA, ALABAMA 35404  
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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:** Registered Nurse II (Clinical Head Nurse) **NUMBER:** 18-13  
**JOB CODE:** N3500 **DATE:** July 6, 2018  
**JOB LOCATION:** Bryce Hospital Tuscaloosa, Alabama **PCQ #s:** 8801667, 8801887, 8801915 & 8801960  
**SALARY RANGE:** 76 (\$50,119.20 - \$65,690.40 Annually)  
(Plus 2.00 Per Hour Shift Differential for Evening & Night Work)

**MINIMUM QUALIFICATIONS:** Graduation from an accredited school of nursing and three (3) years' experience as RN or graduation from an accredited four-year college or university with a degree in Nursing and two (2) years' experience as a RN.

**NECESSARY SPECIAL REQUIREMENTS:** Possession of a certificate of registration to practice nursing as issued by the Alabama Board of Nursing.

**KIND OF WORK:** This is a professional supervisory nursing position in a state mental health facility specializing in the care and treatment of adults and elderly mentally ill patients. The registered nurse in this position assures appropriate and effective treatment services are provided to meet the needs of the patients. The duties and responsibilities include the following: Directs, supervises, assists, and monitors nursing personnel; Assures that the Master Service Plan reflects nursing interventions, oversees Master Service Plan updates, and monitors timelines and appropriateness of documentation; Assures consistent implementation of Alabama Department of Mental Health (ADMH), Bryce Hospital, Nursing Service, and unit specific policies; Monitors and evaluates assigned nursing personnel job performance; Conducts meetings and supervisory conferences; Administers competency testing and training; Compiles and submits reports, forms, and special requests; Serves as head nurse or supervisor on weekends and holidays as assigned; Attends meetings and in-services as required; Develops and coordinates orientation for newly hired nursing staff; Performs environmental and patient rounds; Ensures compliance with The Joint Commission, CMS, and hospital standards at all times; and Performs other duties as assigned.

**REQUIRED KNOWLEDGE, SKILLS, AND ABILITIES:** Ability to communicate effectively orally and in writing; Knowledge, skills and ability to recognize medical and psychiatric emergencies; Ability to interact with various types of people - patients, peers, subordinates, supervisors, public, etc., in delicate, frustrating or tense

situations; Self-controlled sufficiently to act independently, to take charge, to take moderate risks in situations not covered by existing procedure; Ability to provide patient care utilizing nursing process, standards of care and nursing plan of care; Ability to supervise the work of others to include the ability to delegate, instruct, discipline, commend, and interview as needed to evaluate staff performance, ensure completion of tasks as scheduled, assign work load, address complaints and orient new employees; Ability to make decisions as needed, evaluate effectiveness of treatment/training program and establish priorities; Ability to operate medical equipment; Ability to provide education to patients; Ability to combine information for various sources to produce new ideas or solutions.

**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 mentioned above. 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](http://www.mh.alabama.gov). Applications should be returned to the Bryce Hospital, Human Resources Department, 1651 Ruby Tyler Parkway, Tuscaloosa, Alabama 35404 by **UNTIL FILLED** in order to be considered for this position. ***Indicate your Alabama nursing licensure number on your application as directed.*** Current nursing licensure must be presented for inspection at time of interview. 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.

***“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.”***

[www.mh.alabama.gov](http://www.mh.alabama.gov)

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[http://www.mh.alabama.gov/Downloads/ADHR/ADHR\\_ApplicationForEmploymentExemptClassification.pdf](http://www.mh.alabama.gov/Downloads/ADHR/ADHR_ApplicationForEmploymentExemptClassification.pdf)