

Nursing Supervisor – Cuyahoga County Assessment and Diversion Center

Responsible for supervising and coordinating the nursing activities in the Cuyahoga County Assessment and Diversion Center (CCADC)

Essential functions of this job include, but are not limited to:

- Effectively orients and trains supervised employees in job duties.
- Conducts effective and timely performance evaluations and processes paperwork appropriately for supervised employees.
- Effectively addresses disciplinary issues with supervised employees; accurately and thoroughly documents and processes disciplinary actions in a timely manner and in accordance with policies and procedures.
- Ensures supervised employees meet minimum training requirements and monitors training attendance.
- Processes payroll and handles time card issues for supervised employees.
- Assigns duties, oversees monthly schedules, and coordinates nursing services.
- Evaluates nursing activities to ensure client care, staff relations and efficiency services.
- Encourages staff to participate in identifying services essential to positive client outcomes.
- Facilitates open and effective communication among staff.
- Participates in the development of staff training and presents information on medical issues including, but not limited to: signs and symptoms of chemical dependency, emotional disturbances, universal precautions/standard precautions, disease transmission, medication policy, CPR, and First Aid.
- Accurately counts, records, and maintains a secured storage area for all prescription medications, sharps, syringes, and other medical equipment within unit and monitors patient compliance in residential areas.
- Maintains accountability of medical equipment and supplies.
- Cooperates with physician in coordinating medical care plans.
- Monitors pharmacy policy for handling and ordering medication to ensure compliance with state and federal regulations.
- Supervises direct care staff and functions as a resource.
- Provides situational assistance with direct client care.
- Fosters economical use of supplies and equipment in an effort to contain patient and unit costs.
- Oversees compliance with standards of care, ethics, and confidentiality.
- Complies with OSHA requirements.
- Continues professional training, stays current in professional developments, and maintains license.

QUALIFICATIONS:

Registered Nurse with valid Ohio License. One (1) year of clinical and nursing management leadership required. Three (3) years of RN nursing experience required with one (1) year in behavioral health preferred. Maintains the required licensure/certification in good standing. Must have the ability to effectively work with Agency employees, outside contacts, and a diverse client population.

STARTING RANGE: \$87,360.00 per year

Posted: 8/10/2021

Full Time Benefits Package includes:

- Medical Insurance and Prescription Card
- Paid Hospital Days
- Eight Paid Holidays
- Life Insurance
- Dental Insurance
- 10 Vacation Days per year
- 10 Personal-Sick Days per year
- Tuition Reimbursement
- Long-term Disability Insurance
- 403(b) Retirement Plan
- Wellness Program and Incentives, including FitThumb Wellness App.
- Public Service Loan Forgiveness

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