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# REGISTERED NURSE III, SHERIFF



(<http://agency.governmentjobs.com/lacou...>  
jobID=1262194&sharedWin

**APPLY**

**Salary** ⓘ \$73,632.00 - \$107,268.00  
Annually

**Location** ⓘ Los Angeles County, CA

**Job Type** Full time

**Department** MENTAL HEALTH

**Job Number** b5141C

**Closing** 12/1/2015 5:00 PM Pacific

**DESCRIPTION**

**BENEFITS**

### Position/Program Information



**DEPARTMENT OF MENTAL HEALTH**  
**EXAM NUMBER: b5141C**

**FILING START DATE: 11/16/2015 AT 8:00 AM**

**TYPE OF RECRUITMENT**  
**DEPARTMENTAL PROMOTIONAL OPPORTUNITY**

Restricted to permanent employees of the County of Los Angeles Department of Mental Health who have successfully completed their initial probationary period.

**VERIFICATION OF EXPERIENCE LETTER (VOEL)** will not be required. Experience performing duties that applicants believe are inconsistent with their official payroll title will be evaluated for this examination; all information included in the application material, including information describing your assigned duties, will be evaluated to determine

qualification.

**OUT-OF-CLASS EXPERIENCE WILL BE ACCEPTED FOR THIS EXAMINATION.**

**WITHHOLD INFORMATION:**

Permanent employees who have completed their initial probationary period may file for this examination if they are within six months of meeting the experience requirements by the last day of filing. However, the names of such employees will be withheld from the certification list until the required experience is fully met.

Current employees in the unclassified service who meet the following criteria also qualify to participate in this exam:

- Unclassified employees who have attained permanent County status on a classified position by successful completion of the initial probationary period, with no break in service since leaving the classified service.
- Full-time employees in the unclassified service with at least six months of full-time experience in the unclassified service at the time of filing or by the last day of filing.

**DEFINITION:**

This proficient level class provides professional nursing care and services to inmate patients in a Sheriff's custody facility.

**CLASSIFICATION STANDARDS:**

Positions allocable to this proficient level expert class typically report to higher-level nurses or providers. This position applies recognized nursing principles and practices in providing professional nursing care and/or services under minimal supervision in a variety of settings. Duties are performed in accordance with specific instructions, departmental policies and procedures, and established general written standards of nursing care. Positions are responsible for assessing, planning, implementing, and evaluating care as part of an interdisciplinary team. This experienced RN integrates theoretical knowledge with clinical experience utilizing a systems approach in the delivery of patient care and/or services. This position recognizes a wide range of subtle cues, extracts information from cues, and demonstrates clinical forethought to anticipate likely clinical events and intervenes decisively. Positions at this level serve as a professional role model, provide direction, and act as an effective resource person for others. This includes coaching, precepting\*, mentoring\*\*, and leading other nursing and non-nursing staff. Nursing practice at this level demonstrates the application of expert assessment skills; independent judgment and action; and adherence to patient privacy, confidentiality, and security guidelines. Positions also have responsibility for incorporating evidence-based practice, including current research and literature; best practice; consensus statements; community standards and recommendations from professional organizations into care delivery. While on duty, the Registered Nurse III, Sheriff may be required to prevent and control the behavior of inmate patients that is not in accordance with custody facility rules.

**Essential Job Functions**

- Follows established policies and procedures within their scope of practice.
- Complies with licensing and accreditation standards and other regulatory requirements. Interprets and supports standards and requirements to others.
- Conducts assessment of performance of self and others including goal setting. Identifies own learning needs.
- Seeks and provides feedback regarding patient and clinical practice issues.
- Accepts personal accountability and demonstrates initiative in continuing to develop nursing knowledge and skills.
- Communicates and collaborates effectively as a member of an interdisciplinary healthcare team as needed.
- Participates in a lead role during patient care conferences, committee meetings, staff development, standardized procedures and/or educational programs to increase or maintain professional competency.
- Seeks and obtains experiences that reflect current clinical practice, or evidenced-based practice, to maintain and enhance professional and clinical skills and competencies.
- Maintains knowledge of current techniques, trends, and professional issues; forecasts new knowledge needs for changing practice environment and/or population groups. Plans, implements, and evaluates strategies to meet those needs.
- Maintains courteous and respectful interactions with patients, co-workers, and members of the public.
- Provides care in a non-judgmental, non-discriminatory manner.
- Respects patient rights; adheres to and protects patient privacy, confidentiality, and security guidelines.
- Reviews and appropriately responds to ACLU inquiries, third party complaints, inmate complaints, and court orders by providing complete and accurate information in accordance with policies and procedures.
- Completes and maintains accurate and legible documentation, records, and unit reports in a clear, concise, and timely manner.
- Reports and appropriately intervenes in incidents involving patients, visitors, and employees.
- Delegates, assigns, and supervises the assigned work of others including Licensed Vocational Nurses (LVNs), nursing attendants, technicians, clerical staff, and students. The Registered Nurse III, Sheriff is accountable for the completion of delegated work.
- Serves as a preceptor\*.
- Mentors\*\* staff; effectively applies principles of adult learning theory and concepts of novice-to-expert to facilitate role development and develops staff for career progression.
- Develops, conducts, and implements performance improvement activities for population served.

- Recognizes when policies, procedures, and practices need to be revised. Recommends changes based on knowledge of evidence-based practice.
- Participates and leads in approved clinical investigations or research studies in accordance with departmental policies.
- Participates in product evaluation and product standardization activities.
- Participates in organization-wide committees and projects.
- Serves as a liaison between committees, staff, and management.
- Provides consultation to other members of interdisciplinary team. Collaborates with other health care providers to plan, implement, and evaluate patient educational programs.
- Facilitates effective communication with the health care team, staff, patient, and visitors by ensuring that desired outcomes are met in a collaborative and professional manner.
- Monitors and evaluates the provision, quality, and documentation of care provided.
- Provides leadership in identifying ethical issues in the practice setting and initiates actions to facilitate resolution.
- Performs the duties of the lead nurse for a shift or other designated time period.
- Assists in the operation and troubleshooting of information technology systems to facilitate patient care.
- Performs Standardized Procedures competently and in accordance with departmental policies and procedures.
- Designs, modifies, and implements processes compatible with professional standards, the mission, and the goals of the organization to improve performance and outcomes.

***Assessment/Reassessment:***

- Interviews patient and other individuals to collect information as part of a comprehensive assessment.
- Observes and analyzes overall patient condition, including physically assessing the patient.
- Identifies economic, educational, and cultural barriers; patient values and beliefs; spiritual influences; age specific and biophysical needs according to accepted standards of practice and departmental policies and procedures.
- Reviews all available information including medical records, patient history, and other documentation.
- Documents all findings and observations.
- Initiates reassessment of patients as necessary when a patient is currently or potentially at physiologic, psychological, and psychosocial risk.
- Recognizes deviations from baseline and interprets subtle changes in a patient's condition.
- Prioritizes care based on the appropriate identification of nursing diagnosis and patient needs.

- Synthesizes all available patient information, including observations by other health care team members and patient's significant others, and anticipates variances from expected patient outcomes.
- Creates, validates, and/or improves tools to ensure assessment data is collected and documented.

***Planning:***

- Formulates a plan of care and/or nursing care plan based upon assessment and in accordance with provider orders and/or department's standardized procedures.
- Identifies nursing care objectives and makes appropriate referrals.
- Prioritizes patient care needs and activities as a member of an interdisciplinary patient care team.
- Evaluates and modifies plans of care, in collaboration with the interdisciplinary team, and develops measurable long and short-term goals.
- Coordinates patient care in collaboration with other interdisciplinary patient care team members.
- Develops appropriate interventions which may include consultation with interdisciplinary team.
- Establishes patient goals and treatment plans.
- Modifies plan of patient care based on reassessment findings, specific patient care needs, and/or changes in interdisciplinary treatment plan.
- Identifies and coordinates referrals with identified sources for discharge when available.
- Initiates and leads patient care conferences with interdisciplinary team.
- Develops, creates, or modifies appropriate tools and/or teaching methods for patient education.

***Implementation:***

- Provides individualized and specialized nursing care to patients and administers medications and treatments to patients as prescribed and/or in accordance with approved departmental standardized procedures.
- Observes patient's response to interventions and treatments and monitors for side effects of medication administration.
- Recognizes and responds to changes in patient status timely and appropriately. Intervenes when situations call for immediate action.
- Performs efficiently in emergency situations and may lead others in emergency responses.
- Coordinates delivery of patient care with other services and disciplines to achieve optimal patient outcomes.

- Develops, implements, and adjusts patient education based on identified learning needs utilizing available teaching resources and clinical expertise.
- Communicates with patients concerning care and treatment plans.
- Communicates identified needs and patient responses to members of the interdisciplinary team.
- Implements the integrated plan of care and coordinates patient care activities with members of the health care team.
- Provides teaching including aftercare instructions, medication administration, follow-up and contact information as outlined in the department's policies and procedures.
- Completes assigned tasks. Takes appropriate action when clinical or environmental circumstances are altered that impact patient care.
- Recognizes safety hazards in the patient care environment and initiates timely and appropriate intervention.
- Uses patient equipment and devices safely; recognizes when equipment and devices are not functioning correctly; removes malfunctioning equipment from patient care area and makes appropriate notifications.

***Evaluation/Monitoring:***

- Observes, evaluates, and communicates the effects of treatments and interventions.
- Communicates changes in the plan of care to other members of the interdisciplinary team.
- Documents patient's response to treatment or nursing care.
- Reassesses and revises plan of care in collaboration with other members of the health care team.
- Coordinates delivery of patient care with other services and disciplines to achieve optimal patient outcomes.
- Communicates changes in patient care and treatment plans to patients.
- Assists others with the evaluation of the plan of care and the resetting of priorities.
- Anticipates potential problems and assists staff to adapt to change by setting and resetting priorities for emergencies, changes in patient status, and unusual occurrences.
- Evaluates effectiveness of tools, standardized procedures, and techniques used in patient care delivery and recommends changes.
- Identifies trends and patterns in patient outcomes to validate effectiveness and appropriateness of the plan of care.
- Maintains legible and complete records of patient care including but not limited to chart documentation, objective data collection, treatment provided, assessment of treatment effectiveness, and patient education provided.
- Monitors and evaluates the provision, quality, and documentation of care provided by other nursing personnel.

- Articulates rationale for action/inaction based on one or more of the following as indicated by the complexity of the situation: scientific principle, evidenced-based practice, research findings, and/or legal implications.

### **Requirements**

#### **SELECTION REQUIREMENTS:**

Six years of full-time paid licensed Registered Nurse experience providing professional nursing care and treatment to patients in a clinic or inpatient facility, three years of which must be at the level of the County classification Registered Nurse II\*\*\* or Registered Nurse II, Sheriff\*\*\*\* in the service of the County of Los Angeles.

#### **LICENSE:\*\*\*\***

Current possession of a valid, active, unrestricted, permanent license to practice as a Registered Nurse issued by the California Board of Registered Nursing.

A valid California Class C Driver License or the ability to utilize an alternative method of transportation when needed to carry out job-related essential functions.

#### **CERTIFICATE:\*\*\*\*\***

A current certification in accordance with the American Heart Association's Basic Life Support (BLS) for Healthcare Providers (CPR & AED) Program.

**\*\*\*\*\*The required license and certification MUST be current and unrestricted; a conditional, provisional, probationary or restricted license or certification will NOT be accepted.** The original Registered Nurse license and AHA BLS certificate must be presented during the selection process and/or prior to appointment.

#### **PHYSICAL CLASS:**

3- Moderate: Includes standing or walking most of the time, with bending, stooping, squatting, twisting, and reaching; includes working on irregular surfaces, occasionally lifting objects weighting over 25 pounds, and frequent lifting of 10-25 pounds.

#### **SPECIAL REQUIREMENT INFORMATION**

**\*Preceptor/Precepting:** A nurse preceptor is an expert or specialist who gives practical experience and training to a new graduate, a new hire, a re-entry, or a nurse that is transitioning into a new area.

**\*\*Mentor:** A mentor is a trusted friend, counselor or teacher, usually a more experienced person, who provides expertise to less experienced individuals to help them advance their careers, enhance their education, and build networks.

**\*\*\*** Experience at the level of a Registered Nurse II in the County of Los Angeles provides professional nursing care and services to patients in a variety of settings and are responsible for assessing, planning, implementing, and evaluating care as part of an

interdisciplinary team.

\*\*\*\*Experience at the level of a Registered Nurse II, Sheriff is defined as providing professional nursing care and services to inmate patients in a Sheriff's custody facility.

### **Additional Information**

**EXAMINATION CONTENT** This examination will consist of an evaluation of experience based on application information weighted 50% and an Appraisal of Promotability weighted 50%. The Appraisal of Promotability will evaluate Job Preparation/Professional Nursing Practice, Interpersonal Skills and Verbal/Written Communication and Comprehension, Analytical and Decision-Making Ability, Work Skills, Adaptability, Dependability, and Ethics, and Leadership.

**CANDIDATES MUST ACHIEVE A PASSING SCORE OF 70% OR HIGHER ON EACH WEIGHTED PART OF THE EXAMINATION IN ORDER TO BE PLACED ON THE ELIGIBLE LIST.**

**ELIGIBILITY INFORMATION** The names of candidates receiving a passing grade on this examination will be placed on the eligible list in the order of their score group for a period of twelve (12) months following the date of promulgation on the eligible list.

**SHIFT:** Any - Appointees may be required to work any shift, including evenings, nights, holidays, or weekends.

**VACANCY INFORMATION** The resulting eligible list for this examination will be used to fill vacancies in the Los Angeles County Department of Mental Health.

### **APPLICATION AND FILING INFORMATION:**

#### **ONLINE FILING ONLY**

Applicants are required to complete and submit an online Los Angeles County Employment Application in order to be considered for this examination. Any unsolicited documents such as: paper applications, resumes, etc. will not be accepted in lieu of completing the online application. Online applications must be received by 5:00 pm, PST, on the last day of filing.

#### **Instructions for filing online:**

To apply online, CLICK on the "**APPLY**" tab for this posting.

Clear and legible copies of ANY REQUIRED documents (e.g. Diploma, Official Transcripts, License, Certificates, etc.), must be uploaded as attachments during application submission -or- sent by email to [Blucio@dmh.lacounty.gov](mailto:Blucio@dmh.lacounty.gov) (<mailto:Blucio@dmh.lacounty.gov>) within 15 calendar days of application submission.

Indicate the Exam Title on the Subject line when sending required documents by email.

The acceptance of your application will depend on whether you have clearly shown that you meet the Selection Requirements. To receive credit where applicable, your online application must show complete license, certificate, education, and work experience information. License and certificate information section must show title, number, original date of issue, and expiration date. Education information section must include name and address of school attended, complete dates attended, name of course/s taken, number of units earned, and degree/s earned. Work experience section must include job title, employer name and address, name of work area/facility, actual payroll title held and not the working and/or functional titles, from/to dates of employment including month, day and year, total number of months, total number of hours worked per week - not a range of hours (full or part-time), number of employees supervised - if any, and complete and detailed description of related job duties. Statements or comments in the experience section that refer to any unsolicited document, example: "Refer to resume", etc., in lieu of entering the information in the online application will be considered as no response and will not be accepted. If range of hours is provided in the total number of hours worked per week section, experience will be prorated based on the lowest number of hours worked per week. **Each qualifying job experience must be listed separately to receive credit.**

Applications may be rejected at any stage during the selection process. **Applications with missing information will be rejected.**

All information supplied by applicants is subject to verification.

**SOCIAL SECURITY NUMBER:**

All applicants must enter a valid social security number at the time of filing. Entering anything other than a valid social security number (i.e. 000-00-0000, 111-11-1111, etc) will result in an automatic rejection of your application.

**COMPUTER AND INTERNET ACCESS AT LIBRARIES:**

For candidates who may not have regular access to a computer or the Internet, applications can be completed on computers at public libraries throughout Los Angeles County.

**NO SHARING USER ID AND PASSWORD:**

All applicants must file their application online using their own user ID and password. Using a family member or friend's user ID and password may erase a candidate's original application record.

**DEPARTMENT CONTACT:**

HR Examinations Unit: 213.972.7034

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213.972.7037 or 213.972.7034  
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**ADA Coordinator Phone** 213-972-7034  
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**California Relay Services Phone** 800-735-2922

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<b>Agency</b>	<b>Address</b>	<b>Website</b>
County of Los Angeles	*****  Los Angeles, California, 90010.	<a href="http://hr.lacounty.gov">http://hr.lacounty.gov</a> ( <a href="http://hr.lacounty.gov">http://hr.lacounty.gov</a> )

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