



Camelot Care Centers, Inc. is seeking a RN to Service the Central Region (Springfield and Peoria)

**SUMMARY OF DUTIES:**

The Registered Nurse is responsible for nursing services and quality management of all nursing functions provided to the agency and provides health care services for all medically-specialized children by performing the following duties. The Registered Nurse ensures that comprehensive nursing assessments are completed for each client serviced by the agency, makes appropriate referrals to community physicians; provides management and education of medication; provides a range of treatment, rehabilitation, and support services.

**ESSENTIAL DUTIES AND RESPONSIBILITIES:** Other duties may be assigned.

- Assures the quality of nursing care required by all applicable standards.
- Provide service coordination (case management) clients receiving services from the agency, including participation in treatment planning meetings, individual supportive therapy and symptom management, educating and supporting clients' families, and advocating for clients' rights and preferences.
- Consult with community agencies and families to maintain coordination in the treatment process.
- Communicate with physicians, case managers and other personnel regarding patient care.
- Documents client progress to maintain a permanent record of client activity according to established methods and procedures.
- Participate in organizational meetings and treatment planning review meetings
- Organize and manage the system of getting medication to clients and integrating medication administration tightly into clients' individual treatment plans.
- Coordinate and manage pharmaceuticals and medical supplies.
- Coordinate, schedule, and administer medical assessments of client physical health, making appropriate referrals to community physicians for further assessment and treatment, and coordinate psychiatric treatment with medical treatment.
- Participate in treatment, rehabilitation, and support services (such as groups).
- Coordinate consumer care to ensure quality care is consistently provided to consumers, using best practices.
- Produce reports and submit reports as requested, and by the established due date.
- Effectively network with other community agency personnel. Serve as an Ambassador in representing Camelot in the community.
- Completed all documentation of care each shift.
- Notifies the Regional Director of any medical emergencies.
- Assures that Camelot has proper medication authorization and physician orders for all children.

**SUPERVISORY RESPONSIBILITIES:**

This job has no supervisory responsibilities.

**SPECIFIC EDUCATION, CERTIFICATION & SKILL REQUIREMENTS:**

- Must be licensed as a Registered Nurse in the state of Illinois.
- Minimum of one year experience or special training in the treatment of children and adolescents.
- Must be self-motivated, results-oriented individual who is customer focused.

**OTHER QUALIFICATIONS** This positions requires the following additional qualifications.

- Valid State Driver's License (In good standing). If moving to Illinois after position is accepted, must obtain an Illinois Driver's License within 30 days from Date of Hire.
- Current physical and TB (PPD) test within 30 days of employment.
- First Aid and CPR Certification
- Appropriate automobile insurance (at least state minimum)
- Signed employee acknowledgement of physical health and infection control responsibilities.
- Ability to handle confidential information.
- Ability to utilize computer programs including but not limited to Microsoft Word, Excel, and other office software products.

Camelot offers competitive salary, mileage reimbursement & benefits. Vehicle required. Pre-employment background check required.