



KAY IVEY  
GOVERNOR

STATE OF ALABAMA  
**DEPARTMENT OF MENTAL HEALTH**  
**RSA UNION BUILDING**  
100 NORTH UNION STREET  
POST OFFICE BOX 301410  
MONTGOMERY, ALABAMA 36130-1410  
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LYNN T. BESHEAR  
COMMISSIONER

### EMPLOYMENT OPPORTUNITY

**JOB TITLE:** Registered Nurse II  
(MHSAS Certification Nurse) **NUMBER:** 20-35

**JOB CODE:** N3500 **DATE:** September 18, 2020

**SALARY RANGE:** 78 (\$50,174.40 - \$76,365.60) **PCQ#:** 8813268

**JOB LOCATION:** Department of Mental Health  
RSA Union Building  
100 North Union Street  
Montgomery, AL 36130-1410

#### MINIMUM QUALIFICATIONS:

- Graduation from an accredited School of Nursing.
  - Three (3) years’ experience as a Registered Nurse.
- OR**
- Graduation from an accredited four (4) year college or university with a Bachelor’s degree in Nursing.
  - Two (2) years’ experience as a Registered Nurse.

#### NECESSARY SPECIAL REQUIREMENTS:

- Possession of a certificate of registration to practice nursing as issued by the Alabama Board of Nursing.
- Ability to work flexible hours, including before and after the established work hours.
- Ability to travel extensively for day trips within the state of Alabama, to include overnight stay (up to 70 percent).

#### KIND OF WORK:

- Interprets and applies Alabama Department of Mental Health (ADMH) Administrative Codes for the MHSAS Division for providers certified to provide Mental Health Services, Substance Abuse Treatment Services, and/or Prevention Services for both administrative services and clinical programs/services.
- Functions as a team lead to include coordinating the site team schedule and assignments, on-site monitoring of site visit team schedule, making decisions concerning noncompliance with ADMH Administrative Codes, and providing technical assistance designed to assist providers in complying with the ADMH Administrative Code for the MHSAS Division.
- Accurately articulates noncompliance during exit interviews and compile site visit reports.

- Reviews and ensures opiate maintenance programs and residential programs complies with the Alabama Nurse Practice Act, Alabama Board of Nursing Administrative Code (Standards of Nursing Practice), ADMH Administrative Code and Code of the Federal Register 42, Part 8.
- Provides technical assistance designed to assist providers in complying with the Alabama Board of Nursing Regulation 610-X-7-.06 and collaborates with other offices within the Alabama Department of Mental Health.
- Provides technical assistance upon request from treatment providers.
- Demonstrates professional demeanor and portrays the certification team role as a positive and supportive process to enhance service provision.
- Collaborates with the ADMH Nurse Delegation Program (NDP) to ensure community providers and staff are informed of requirements and provides technical assistance as needed.
- Reviews Plan of Actions and submits feedback within specified timeframes by the MHSAS Director of Certification.
- Participates in other projects as assigned by the MHSAS Director of Certifications.

**REQUIRED KNOWLEDGE, SKILLS, AND ABILITIES:**

- Knowledge of community mental health and substance abuse service delivery systems.
- Knowledge of the appropriate continuum of care for persons with serious mental illness and substance use disorders.
- Knowledge of substance use disorders, evidence-based, drug-free and medication-assisted, treatment strategies and therapeutic techniques used in the treatment of individuals diagnosed with substance use disorders.
- Knowledge of treatment program design, including treatment modalities, and methodologies.
- Knowledge of the principles and practices of clinical documentation.
- Knowledge of federal and state laws, rules, regulations and procedures pertaining to Mental Health and Substance Abuse treatment services, including but not limited to confidentiality, privacy, and other client rights issues.
- Knowledge of the Alabama Nurse Practice Act, Alabama Board of Nursing Administrative Code (Standards of Nursing Practice), Alabama Board of Nursing Regulation 610-X-7 and the Alabama Department of Mental Health's Nurse Delegation Program.
- Knowledge of the ADMH Administrative Codes for the MHSAS Division and Code of the Federal Register 42, Part 8.
- Knowledge of certification, licensing, and accreditation standards and their application to substance abuse treatment services and mental illness services.
- Ability to aggregate and combine information from multiple sources to produce reports.
- Ability to maintain a strong work ethic, be self-motivated, and work well with teams.
- Ability to maintain accurate records and develop reports.
- Ability to communicate effectively, both orally and in writing.
- Ability to use a personal computer, MS Office Software, and the internet.

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

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**HOW TO APPLY:** Use an official application for Professional Employment (Exempt Classification) which may be obtained from our website at [www.mh.alabama.gov](http://www.mh.alabama.gov). **Only work experience detailed on the application will be considered.** Applications should be submitted by the deadline to be considered. Announcements open until filled will remain open until a sufficient applicant pool is obtained. Applications should be submitted as soon as possible to ensure the application will be considered for the position. Copies of License/Certifications should be uploaded with your application. A copy of the academic transcript is required. Appointment of successful candidate will be conditional based on receipt of the official transcript provided by the school, college, or university.

**DEADLINE: Until Filled**

**EQUAL OPPORTUNITY EMPLOYER**

Click Here to Apply:  
<https://laserfiche.alabama.gov/Forms/ADMH-Job-Application>