Job Title:	Nurse Consultant
Requisition Number:	JO-1511-3938
Grade:	11
Salary Range:	$78,408.00 - $103,431.00
Promotion Potential:	No
Agency:	Disability Services
Location:	1125 15th St NW
Area of Consideration:	Open to the Public
Opening/Closing Date:	11/4/2015 - 11/14/2015

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NURSE CONSULTANT
CS-0610-11
$74,270 - $97,973
Job Summary
Collective Bargaining Unit (Union)

If you like to stay busy and immersed in cultural activities, then Washington, DC is the place to be! Museums, restaurants, great climate, green space and job opportunities are among the many positives of living in the Nation's Capital. Not to mention the residents of the District of Columbia are highly educated and the region has some of the best schools in the country. Each day the District of Columbia continues to be ranked in the top 10 of thriving city indicators where you can live, work and play.

This position is located in the Developmental Disabilities Administration (DDA), Service Coordination Division, Health and Wellness Unit. This unit is responsible for the evaluation and enhancement of health care and health care services for individuals with Intellectual and Developmental Disabilities receiving services from the DDA.

The incumbent provides consultative and advisory services using nursing processes of assessment, evaluation, and intervention as applicable. This includes the provision of technical assistance and training to the provider community, family members, individuals served, and others relating to supporting health promotion and disease prevention.

MAJOR DUTIES

The incumbent will be expected to conduct analytical and evaluative quality assurance reviews of clinical services and performance among DDA residential, day and vocational service providers. Identifies program and clinical deficiencies, provides recommendations for corrective actions, and monitors implementation of recommendations. In addition, reviews program operations for compliance with applicable federal and District government laws, regulations, licensure requirements, and Department policies. Conducts visits to hospitals, skilled nursing facilities, long term acute care facilities, clinics, and physician offices to ensure that individuals are receiving optimal and appropriate health care.

Provides health counseling, training, and/or technical assistance to individuals, their families, caregivers, support staff, providers, and others individually or groups. Collaborates with other DDS staff in the evaluation of community living arrangements. Provides timely response, documents findings, and follow up in a clear and concise manner. Ensures implementation of and compliance with appropriate risk management protocols within the DDA provider network.

Reviews clinical documentation and monitors health care delivery in a variety of settings. Disseminates clinical practice policies and standards throughout the provider community. Coordinates reviews and uses standardized tools to collect data to evaluate the delivery of clinical services in order to determine the effectiveness of the services rendered and to identify areas for improvement. Records, tracks, and updates information using the Agency's standardized automated system (MCIS). May be required to produce analytical reports on individual programs and aggregate those reports as required highlighting patterns and trends. Creates reports to communicate health care deficiencies to providers.

Reviews reports from Health Regulation and Licensing Administration (HRLA), Protection and Advocacy Consultants, Court Monitors, Service Coordinators, incident management investigators, quality management specialists and others. Provides for the security of information, personnel, and physical Agency assets under his/her control or influence. Ensures the security and privacy of personal information, as required by the Health Insurance Portability and Accountability Act (HIPAA), and other laws and regulations.

Makes recommendation to the DDA Health and Wellness Unit Manager to develop, review, and revise the organizational Performance Improvement Plan. Collects information, analyzes data, assesses emerging issues, forecasts trends, provides analyses, and develops plans of action to assist the Manager in making informed decisions regarding quality improvement issues. Evaluates ongoing and proposed activities, policies, and procedures for potential exposure of the District Government to liability or unnecessary costs and makes recommendations to the supervisor as to ways to mitigate such risks.

Represents the DDA at various committees and stakeholder groups, including but not limited to Immediate Response Committee, Mortality Review Committee, and Quality Improvement Committee, as well as external committees and meetings.

Performs all other duties as assigned.

Collective Bargaining Union (Union)
This position is in the collective bargaining unit represented by the District of Columbia Nurses Association (DCNA) and you may be required to pay an agency service fee through direct payroll deduction.

Qualifications

Applicant must have one (1) year of Specialized Experience at the next lower-grade level. In order to qualify for this position, your resume must provide sufficient experience and/or education, knowledge, skills, and abilities, to perform the duties of the specific position for which you are being considered. Your resume is the key means we have for evaluating your skills, knowledge, and abilities, as they relate to this position. Therefore, we encourage you to be clear and specific when describing your experience.

Specialized experience that includes: evaluating the delivery of health care to individuals, living in a variety of environments, to include residential group homes, natural homes, hospitals, and nursing/rehab facilities.

Licensures, Certifications and other requirements
Other – "Office equipment (e.g., computer, copier), A/V equipment"

Education

Applicants must possess a degree or diploma from a professional nursing program approved by the legally designated State accrediting agency at the time you completed the program.
Applicants must be active current registration as a professional nurse in the District of Columbia.

Work Experience

Knowledge of community resources and proven ability in connecting people and organization with those resources as appropriate.

Knowledge of and the ability to operate relevant software applications.

Ability to communicate effectively orally and in writing.

Work Environment

The work is sedentary. Typically the incumbent may sit comfortably to do the work. However, there may be some walking, standing, bending, carrying of light objects, and visiting residential homes and habilitation settings.

The environment involves moderate risks or discomforts which require special safety precautions, e.g., working with risk of exposure to contagious disease or infection. Universal precautions are routine for nearly all situations. Work assignments require traveling to sites throughout the District of Columbia and the State of Maryland.