

JOB DESCRIPTION	
County of York  Integrated Medical & Behavioral Health Division	Psychiatric Mental Health Nurse Practitioner (PMHNP) Status: Part-Time FLSA: Non-Exempt / Hourly Salary: \$100.00 - \$120.00/hr Reports To: Medical Director and/or designee

Job Summary

The Psychiatric Mental Health Nurse Practitioner (PMHNP) provides advanced behavioral health assessment, diagnosis, treatment, and ongoing management of patients within the IMBH Division. Practicing within the scope of licensure under the laws and regulations of the State of Maine, this role evaluates mental health conditions, prescribes psychotropic medications, provides therapeutic interventions, and coordinates care with interdisciplinary healthcare teams.

The PMHNP supports patient stabilization, continuity of care, and recovery while ensuring compliance with clinical standards, regulatory requirements, and facility policies in a secure correctional setting and/or substance abuse recovery center.

Scope/Supervision

The PMHNP practices independently within the scope of advanced practice licensure under Maine law and collaborates with the interdisciplinary healthcare team. Clinical work is reviewed for adherence to professional standards, facility protocols, and applicable federal, state, and local regulations.

Responsibilities and Examples of Duties

- Performs comprehensive psychiatric and psychosocial assessments, including mental status examinations, risk assessments, and diagnostic evaluations.
- Diagnoses mental health disorders in accordance with DSM-5 criteria and develops individualized treatment plans to address patient needs.
- Prescribes psychotropic medications and other therapeutic interventions within scope of licensure and in compliance with state law, facility protocols, and formulary guidelines.
- Monitors medication effectiveness, side effects, and patient response; adjusts treatment plans as clinically indicated.

- Provides psychiatric consultation and clinical guidance to nursing staff, behavioral health clinicians, and other healthcare providers.
- Collaborates with medical, nursing, behavioral health, and security staff to ensure coordinated, safe, and effective patient care.
- Participates in interdisciplinary treatment planning, case conferences, and continuity-of-care planning, including preparation for discharge and re-entry when applicable.
- Orders, reviews, and interprets diagnostic tests related to psychiatric care as appropriate to scope of practice.
- Ensures accurate, complete, and timely documentation of all patient encounters, assessments, diagnoses, and treatment plans in the electronic health record system using approved documentation standards.
- Participates in quality assurance activities, peer review, clinical audits, and quality improvement initiatives related to behavioral health services.
- Assists in the development, implementation, and review of behavioral health policies, procedures, and clinical guidelines.
- Ensures compliance with safety, infection control, and environmental standards, including OSHA requirements.
- Demonstrates adherence to York County Government's core values, maintaining professionalism, accountability, and collaboration.
- Responds to requests from Security Staff and York County Government staff in accordance with facility guidelines, employee conduct standards, and established chain of command.
- Maintains emotional stability, clinical judgment, and professionalism while working in a secure correctional and/ or substance abuse recovery environment.
- Performs additional duties as assigned to support behavioral health operations, patient care services, and organizational objectives.

Knowledge, Skills, and Abilities

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| <ul style="list-style-type: none"> • Knowledge of psychiatric assessment, diagnosis, and evidence-based treatment modalities across the lifespan. • Knowledge of psychopharmacology and medication management within scope of practice. • Knowledge of correctional behavioral health operations, substance abuse recovery, accreditation standards, and regulatory requirements. • Ability to function independently while collaborating effectively within multidisciplinary teams. • Proficiency with electronic health record systems and behavioral health documentation standards. • Strong interpersonal, verbal, and written communication skills. • Ability to assess, manage, and document crisis situations and high-risk behaviors. • Ability to maintain patient confidentiality and adhere to HIPAA and ethical standards. • Ability to work effectively with diverse patient populations in a structured, secure environment. |
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Education and Experience Requirements

Licensure & Education

- Must hold a current, active, unrestricted Psychiatric Mental Health Nurse Practitioner (PMHNP) license issued by the Maine State Board of Nursing.
- Master of Science in Nursing (MSN) or Doctor of Nursing Practice (DNP) from an accredited nursing program required.
- National board certification as a Psychiatric Mental Health Nurse Practitioner (PMHNP-BC) required.
- Current DEA registration required or eligible to obtain.
- Current CPR/BLS certification required; additional certifications may be preferred.

Experience

- Minimum of two (2) years of clinical experience in psychiatric or behavioral health practice preferred.
- Experience in correctional healthcare, community mental health, emergency behavioral health, or substance use treatment preferred.

Other relevant professional experience or educational backgrounds may be considered; however, licensure and certification requirements mandated by local, state, federal, or contractual guidelines must be met.

Work Environment

Work is performed in a clinical setting within a secure correctional facility and/or Substance Abuse Recovery Center. Employees may be exposed to blood and blood-borne pathogens, infectious diseases, and hazardous materials, requiring strict adherence to safety protocols and use of personal protective equipment.

The role requires the ability to sit, stand, walk, and perform repetitive hand and arm movements for extended periods, as well as lift up to 25 pounds. Visual and auditory acuity, manual dexterity, and effective communication skills are necessary. Employees must maintain focus and professionalism in a regulated, fast-paced, and potentially high-stress environment.

Expected Hours of Work

This position is part-time and typically scheduled for twenty (20) hours per week. Work schedules may include varying shifts, evenings, weekends, holidays, or extended hours as required to support facility operations and ensure continuity of behavioral health services.

Other Duties

This job description is not intended to be an exhaustive list of all duties, responsibilities, or activities required of the employee. Duties may be modified or assigned as operational needs change, with or without notice.

SUBMITTAL INSTRUCTIONS

All interested candidates must submit an application and resume to Human Resources

- **York County applications can be located on our website:**
www.yorkcountymaine.gov/careers
- **Applications/cover letters/resumes can be emailed to:**
York County Human Resources
HR@yorkcountymaine.gov
Please put “IMBH - PMHNP” in the subject line.
- **Applications/cover letters/resumes can be mailed to:**
York County Government
Attention: Human Resource Department
45 Kennebunk Road
Alfred, ME 04002
- **Applications/cover letters/resumes may also be dropped off at the Human Resource Department located at:**
York County Government Building
149 Jordan Springs Road
Alfred, ME 04002

This position will remain open until filled

Applications are considered based on ability, competence, and experience. It is a fundamental policy of York County Government not to discriminate based on race, color, religion, sex, sexual orientation, gender identity or expression, national origin, ancestry, age, pregnancy, disability, status as a veteran, disabled veteran, or any other category protected by an applicable federal, state, or local law.