


JOB DESCRIPTION	
<p>County of York</p>  <p>Integrated Medical & Behavioral Health Division</p>	<p>REGISTERED NURSE PER DIEM</p> <p>Status: Per Diem</p> <p>FLSA: Non-Exempt / Hourly</p> <p>Salary: \$45.00 - \$50.00/hr</p> <p>Union: Non-Union</p> <p>Reports To: Director of Nursing and/or designee</p>

Job Summary

The Registered Nurse provides comprehensive, patient-centered nursing care to an incarcerated population within the York County Jail and/or to patients of the substance abuse recovery center. This position applies professional nursing judgment to assess, plan, implement, and evaluate care in accordance with the Maine Nurse Practice Act, Maine State Board of Nursing regulations, and the Maine Standards for County and Municipal Detention Facilities. The RN functions as a critical member of the interdisciplinary healthcare team, delivering safe, ethical, and legally compliant health services in a secure correctional environment

Scope/Supervision

The Registered Nurse works under the clinical supervision of the Charge Nurse and Director of Nursing. Nursing practice is carried out independently within the scope of licensure as defined by the Maine Nurse Practice Act, and in collaboration with licensed providers according to facility policy, physician orders, and standing protocols.

Supervises: Licensed Practical Nurses (LPNs); Certified Nursing Assistants (CNAs); Certified Residential Medication Aide (CRMA)

Responsibilities and Examples of Duties

Patient Assessment & Care

- Conducts comprehensive nursing assessments of patients' physical, psychological, and social needs upon admission, throughout confinement, and prior to discharge.

- Documents assessments, triage decisions, and clinical findings accurately and promptly in the electronic or approved medical record.
- Develops and updates individualized nursing care plans using approved clinical protocols in collaboration with providers and interdisciplinary team members.

Clinical Implementation

- Implements medical care plans in accordance with provider orders, including administration of medications, treatments, diagnostic testing, and monitoring of patient responses.
- Performs medication administration via approved routes using safe nursing practices and infection-control standards.
- Assists providers with medical and minor surgical procedures as required.
- Provides direct nursing care for acute, chronic, and emergency medical conditions in a correctional or substance abuse recovery setting.

Medication & Controlled Substance Management

- Maintains accurate accountabilities for all medications, including controlled substances, in accordance with federal law, Maine law, Board of Nursing standards, and facility policy.
- Participates in medication reconciliation during intake, transfer, and discharge to support continuity of care.

Documentation & Regulatory Compliance

- Documents nursing encounters in accordance with Problem-Oriented Medical Records (POMR) or SOAP standards and facility documentation requirements.
- Ensures compliance with HIPAA, Maine privacy laws, and applicable correctional documentation standards and/or substance abuse recovery.
- Adheres to all established policies, procedures, continuous quality improvement initiatives, and safety programs as required by Maine detention facility standards and substance abuse recovery center.

Collaboration & Coordination

- Coordinates care with medical providers, behavioral health staff, dental staff, and ancillary services to ensure continuity and quality of patient care.
- Communicates effectively with custody and security staff while maintaining professional boundaries, patient confidentiality, and established chains of command.

Supervision & Delegation

- Provides direction and nursing oversight to Licensed Practical Nurses and Certified Nursing Assistants/Certified Residential Medication Aide in accordance with Maine Board of Nursing delegation regulations.
- Ensures delegated tasks are appropriate, supervised, and documented consistent with professional standards.

Safety, Infection Control & Emergency Response

- Follows all safety, infection control, and environmental health standards applicable to correctional healthcare.
- Responds appropriately to medical emergencies, including triage, stabilization, and coordination with emergency services when required.
- Participates in facility drills, emergency preparedness activities, and safety training.

Professional Conduct

- Adheres to York County Government core values, professional ethics, and standards of conduct.

- Follows all facility rules, security procedures, and correctional chain of command while working within the detention environment.
- Performs additional duties as assigned.

Regulatory Framework

This position functions within the requirements of:

- Maine Nurse Practice Act (Title 32, Chapter 31)
- Maine State Board of Nursing Rules and Regulations
- Maine Standards for County and Municipal Detention Facilities
- Title 34-A M.R.S. §1208

Knowledge, Skills, and Abilities

- Knowledge of professional nursing standards and the Maine Nurse Practice Act.
- Strong clinical assessment and critical-thinking skills.
- Ability to work effectively in a secure, high-acuity environment.
- Effective written and verbal communication skills.
- Ability to maintain professionalism, sound judgment, and emotional stability in stressful situations.

Educational and Experience Requirements:

Licensure & Education

- Must hold a current, active, unrestricted Registered Nurse license issued by the Maine State Board of Nursing.
- Graduation from an accredited nursing education program.
- Current CPR certification required; additional certifications (e.g., ACLS) preferred.

Experience

- Minimum of one (1) year of nursing experience required.
- Experience in correctional health, emergency care, acute care, substance abuse recovery, or community health preferred.

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 is a Per-Diem position. Per-Diem requirements are listed below.

Per Diem Requirements

REGISTERED NURSE (RN) TIERS

Tier	Minimum Shift Commitment	Scheduling Requirements	Recommended rate
Tier I	2 Shifts per month	1 weekend shift q 6 weeks	Regular \$ 45 - \$50 <i>Supplemental Staffing</i>
Tier II	4 shifts per month	2 weekend shifts/month and 1 summer or winter holiday	Additional \$2 <i>Core PRN coverage</i>
Tier III	6 shifts per month	2 weekend shifts/ month and 1 summer and 1 winter holiday	Additional \$4 <i>Float coverage</i>

***Per diem staff are assigned to tier levels based upon experience, correctional competency, scheduling flexibility, and monthly shift commitment. Failure to maintain minimum scheduling requirements may result in reassignment to a lower compensation tier.*

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 – RN/PER DIEM” 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.