

The United Planning Organization (UPO) is the designated Community Action Agency for Washington, District of Columbia, and has served the residents of the District since 1962. Our **Vision** for the future is “UPO’s Washington: A city of thriving communities and self-sufficient residents”; our **Mission** is “Uniting People with Opportunities.”

All qualified applicants are encouraged to apply for this position or any other position currently advertised on our website. Please visit us at www.upo.org to view all of our vacancies and to learn more about our company and services.

POSITION: **Nurse Practitioner and Nursing Supervisor (Part Time)** (25 hours per week) 9am to 2pm Monday-Friday

PROGRAM/DIVISION: **Comprehensive Treatment Center (CTC) Community Health Division**

BULLETIN No: **21032022**

SALARY RANGE: **(Commensurate with Experience)**

OPENING DATE: **March 24, 2022**

CLOSING DATE: **Open until filled**

FIRST SOURCE: **RM-15-HCA-STATS-000BY04-CPS**

MAJOR DUTIES:

Under the supervision of the Medical Director and Center Administrator, the Nurse Practitioner examines and evaluates the physical condition of patients, formulates diagnosis, prescribes treatment and/or referral to other health care professionals and determines an appropriate medication regimen while overseeing the daily operation of nursing services and the delivery of care to patients in United Planning Organization’s (UPO) Comprehensive Treatment Center.

BRIEF DESCRIPTION:

Conduct medical exams (annual physicals), establish initial doses for methadone customers, including initial and ongoing dose evaluations and emergency care to customers on the premises. Evaluate patients’ progress and make recommendations for changes in medical treatment and/or dosages as required. Consult with other physicians regarding the care of customers and review the status of referrals, including making inpatient/outpatient referrals to other medical facilities/services. Write orders for methadone and other prescribed medication as required for necessary patient care. Perform ongoing reviews of case files to ensure compliance with federal and state requirements and regulations including overseeing the monitoring of medical care for all patients. Provide training

Nurse Practitioner & Nursing Supervisor OPPORTUNITY!

UPO’s Comprehensive Treatment Center (CTC) is an outpatient substance abuse treatment facility that provides both medical and behavioral services, including methadone maintenance, client education, employment and housing support, and individual, group, and family counseling.

We help individuals with opioid addiction improve their quality of life and become responsible members of their families and communities.

CTC also offers specialized group sessions on such issues as tapering and abstinence, behavioral health, anger management, grief and loss, relapse prevention, and stabilization.

CTC is open Monday through Saturday. Call 202-682-6599 for center hours, location, admission procedures, and other information.

CTC is nationally accredited by the Commission on Accreditation of Rehabilitation Facilities (CARF), licensed by the U.S. Drug Enforcement Administration (DEA), and certified by the DC Department of Behavioral Health (DBH) and the U.S. Substance Abuse and Mental Health Services Administration (SAMHSA).

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on methadone, drugs and withdrawal/detoxification to CTC staff and patients as needed. Provide on call coverage when needed to the Opioid Treatment Program.

Review all take-home requests and drug screen results. Manage methadone inventory to include ordering, storing, disposal, etc., in accordance with federal and state regulations, specifically the DOH, CLIA and DEA. Manage and supervise a team of LPNs including but not limited to conducting orientation and training new nursing personnel on policies, procedures, and the use of patient management software; plan and coordinate nursing staff schedules and nursing services, complete annual and ongoing performance reviews of the nursing staff. Prepare and administer methadone medications and treatments with knowledge of purpose and adverse effects of nursing care provided, as needed. Manage and implement the patient education group curriculum and conduct the weekly patient Education Group.

MINIMUM QUALIFICATIONS: Advanced Registered Nurse Practitioner (ARNP) or Certified Registered Nurse Practitioner (CRNP). Experience in responsible medical positions, including some experience in substance abuse rehabilitation. Possess a valid District of Columbia controlled substances registration pursuant to DC Official Code §§ 48-901.02 et seq., and certificate of registration with the Federal Drug Enforcement Administration. Excellent verbal and written communication skills, strong interpersonal skills, effective planning and organizational skills along with technological competence and data management systems.

DESIRED QUALIFICATIONS: Thorough knowledge of the diagnosis and specialized treatment of drug addiction. Knowledge of current developments in the treatment and rehabilitation of substance abusers. Knowledge of psychology, psychiatry and pharmacology.

OTHER REQUIREMENTS:

In the event that an offer is extended, the candidate will be required to successfully complete a criminal background check and/or FBI fingerprinting, as well as pre-employment drug screening, as applicable for the position.

This position *IS NOT* covered by the collective bargaining unit of the CWA Union

NHSC Sites Offers THE SUBSTANCE USE DISORDER (SUD) WORKFORCE Loan Repayment Program PROVIDES UP TO \$75,000 to qualified health professionals working in underserved areas to expand access to SUD treatment and prevent overdose deaths. UPO CTC is an official NHSC Site.

To be considered for this position:
Submit your cover letter and resume to the Career Center [Apply Here](#)

Special notice to all applicants:

In accordance with the Mayor's Order (see reference below), every UPO employee, except those with a medical or religious exemption, must be vaccinated by September 19, 2021. UPO abides by the requirements of all Mayor's Orders regarding COVID-19 Vaccinations; the Orders relate to the program under which you will work.

Mayor's Order 2021-099 - COVID-19 Vaccination Certification Requirement for District Government Employees, Contractors, Interns, and Grantees

ALL VISITORS TO UPO FACILITIES:

- **Must Wear a Mask While on UPO Premises;**
- **Must Practice Social Distancing; and,**
- **Will Be Subject to Temperature Scanning Upon Entering UPO Facilities**