

JOB TITLE

Registered Nurse (RN) – Psychiatric Outpatient Clinic

LOCATION

Des Moines, Iowa (Metro Area)

POSITION AVAILABLE

Full-Time / Part-Time (Daytime hours, Monday–Friday)

Potential Saturday morning availability (if applicable)

DESCRIPTION

The Registered Nurse (RN) in the psychiatric outpatient clinic provides comprehensive nursing care to individuals receiving mental health services. This role supports psychiatric providers through patient assessment, medication management, care coordination, and patient education in a collaborative, multidisciplinary outpatient setting. The RN plays a key role in promoting recovery-oriented, trauma-informed, and patient-centered care.

KEY RESPONSIBILITIES

Clinical Care & Patient Support

- Conduct nursing assessments, including mental status exams, risk assessments, and medication reviews
- Monitor patient response to psychiatric medications, including side effects and adherence
- Administer injectable medications (e.g., long-acting antipsychotics) per provider orders
- Provide patient and family education related to mental health conditions, medications, and treatment plans
- Triage patient concerns via phone, electronic messaging, or in-person visits
- Support crisis intervention and safety planning as needed

Care Coordination

- Collaborate with owner, clinic manager, psychiatric nurse practitioners, therapists, and clinical support staff.

- Coordinate referrals, lab work, prior authorizations, and follow-up care
- Communicate effectively with primary care providers, pharmacies, and community resources

Documentation & Compliance

- Document assessments, interventions, and patient communications accurately in the electronic health record (EHR)
- Ensure compliance with state and federal regulations, clinic policies, and best practice standards
- Maintain patient confidentiality in accordance with HIPAA guidelines
- Document and communicate with Spravato representatives to ensure regulations are followed

Required Qualifications

- Active Registered Nurse (RN) license in the State of Iowa
- Associate Degree in Nursing (ADN) or Bachelor of Science in Nursing (BSN)
- Current BLS certification, will discuss
- Strong communication, assessment, and organizational skills
- Ability to work independently and as part of a multidisciplinary team
- Maintain current nursing licensure and required certifications

Preferred Qualifications

- Previous experience in psychiatric, behavioral health, or outpatient clinical settings
- Knowledge of psychotropic medications and mental health diagnoses
- Experience with long-acting injectable medications
- Familiarity with electronic health records (EHR) systems

Work Environment & Schedule

- Outpatient psychiatric clinic setting
- Primarily daytime hours; possibility of Saturday morning hours; schedule would be adjusted
- Minimal physical demands; emotionally supportive and patient-focused environment

Compensation & Benefits

- Competitive salary based on experience

- Paid time off and holidays
- Continuing education and professional development opportunities