

Maryland Department of Public Safety & Correctional Services
Human Resources Services Division

Martin O'Malley
Governor

Anthony G. Brown
Lt. Governor



Gary D. Maynard
Secretary

Kathleen Blucher
Acting Executive
Director

Recruitment & Examination Announcement

**CONTRACTUAL
PART-TIME
(No-Paid Benefits)**

Recruitment For: **Nursing Program Consultant/Administrator I**
Class Code – 4261

Salary: **\$23.80 hourly**

Closing Date: **Open Until Filled**

Position Duties: The responsibilities of this Quality Improvement/Mortality and Morbidity Nurse is to monitor the contractual requirements for the delivery of health care to inmates/detainees throughout DPSCS and to provide Departmental support of the necessary follow up of inmate deaths. This position will monitor the level and standard of health care provided by contractors for compliance with requirements enumerated in DPSCS contracts; review the quality of care at facilities via the quality improvement audit processes; work with correctional and health care providers to assure staff are aware of health service contractual requirements, policies and procedures.

Minimum Qualifications:

Education – Possession of a Master's degree in Nursing or health-related field from an accredited college or university.

Experience - Five years of experience as a Registered Nurse including one year experience in an administrative, supervisory, consultative or teaching capacity.

Note:

A Bachelor's degree in Nursing or health-related field from an accredited college or university and two years of experience as a Registered Nurse in an administrative, supervisory, consultative or teaching capacity may be substituted for the education requirement. A PhD in Nursing from an accredited college or university may be substituted for two years of the general experience.

Preferred Qualifications: Prior contract and or case management experience, a basic understanding of correctional systems, and computer literacy are preferred but not necessary.

Licenses:

1. Applicants must possess a current license as a Registered Nurse from the Maryland State Board of Nursing, 4140 Patterson Avenue, Baltimore, Maryland 21215. Submit a copy of your license, to include the original issue date.

Employees may be assigned duties that require the operation of a motor vehicle. Employees assigned such duties will be required to possess a motor vehicle operator's license valid in the State of Maryland.

Selection Process:

The examination may consist of a rating of your education, training, and experience related to the requirements of the job. If you do not receive a request for supplemental information, the rating may be based on your application. It is important that you provide complete and accurate information on your application. Successful candidates will be placed on the employment eligibility list categorized as BEST QUALIFIED, BETTER QUALIFIED, or QUALIFIED. The list will be valid for at least one year and may be extended. The list will be used by the hiring agency to select employees.

**Mail State Application (MS100 Form) and copy of license to:
MD Department of Public Safety & Correctional Services
Attn: C. Johnson
Personnel Services Unit
6776 Reisterstown Road
Suite 309
Baltimore, MD 21215-2342**

Application forms (MS100) may be obtained from the Department of Budget and Management, 300 W. Preston Street, First Floor, or downloaded from www.dbm.maryland.gov.

Equal Opportunity/ADA Employer