

ORANGE COUNTY ASIAN AND PACIFIC ISLANDER COMMUNITY ALLIANCE, INC.
JOB ANNOUNCEMENT

Title: Registered Nurse

Division: Behavioral Health – AOA FSP

FLSA: Non-Exempt, Part-time (up to 20 hours)

Supervisor: Psychiatrist/Behavioral Health Director

Pay Range/Rate: \$55 – \$60/hr (DOE)

Revised: June 2026

Summary

Under the supervision of the Psychiatrist and the Behavioral Health Director, the Registered Nurse will provide nursing and integrated care services to program participants and family members within the Adult and Older Adult (AOA) Full Service Partnership (FSP) programs, including ACT/FACT (Level 2) and FSP ICM (Level 1), serving participants with serious mental illness (SMI) and co-occurring health conditions. This position delivers nursing services in alignment with Medi-Cal, BHSA, and County requirements while maintaining fidelity to the ACT/FACT/FSP ICM model, including a team-based shared caseload, in vivo services, and 24/7 service availability. OCAPICA Behavioral Health Services are grounded in a whole-person integrated care model that includes clinical services, case management, peer support, psychiatry, and community-based support. The Registered Nurse plays a key role in monitoring participant health, coordinating medical care, and supporting stabilization, engagement, and long-term recovery outcomes in a culturally and linguistically competent, family-centered, strength-based, and need-driven model of care.

Essential Functions

- Monitor participants' overall health and, in partnership with clinicians, case managers, specialists, and other internal team members, contribute to the development of individualized plans of care that address physical, behavioral, and social determinants of health.
- Perform nursing assessments, check participants' conditions, record vital signs, administer injections, provide wound care, and dispense medications as directed by the MD/Psychiatrist.
- Coordinate with participants for timely completion of lab work, including complete blood counts with differentials and echocardiograms (EKGs), as indicated or directed by the MD/Psychiatrist.
- Support transportation to lab draws and provide call reminders for lab work as needed prior to follow-up appointments.
- Provide patient and family education regarding disease management, medication adherence, wellness strategies, and other specialized services tailored to the cultural and linguistic needs of the population served.
- Provide case management support to participants with complex physical and mental health histories, coordinating with the multidisciplinary team to ensure continuity of care.
- Update participant charts regarding allergies, medication use, and immunization history based on information provided by participants and/or their PSC/Case Manager.
- Write timely and accurate progress notes to record history, reason for treatment, interventions, and any necessary information in the Electronic Health Record (EHR) in accordance with Medi-Cal, BHSA, County, and agency standards.
- Provide 24/7 nursing services and crisis intervention to participants as part of the team-based on-call rotation, consistent with the ACT/FACT/FSP ICM model.
- Meet monthly minimum productivity requirements for billable hours (50-65% of FTE) and face-to-face service delivery in compliance with program and funder requirements.

- Support participant triage and coordinate with staff and providers as needed to ensure participant safety and appropriate level of care.
- Consult with the MD/Psychiatrist or per established clinical procedures to gather and communicate relevant information as part of coordination of care.
- Participate in daily ACT/FACT team meetings, shared caseload planning, quality assurance/improvement initiatives, program development, and case consultation meetings.
- Prepare reports and documentation to meet program, funder, and regulatory requirements, including DHCS and Orange County ADMH reporting.
- Support culturally and linguistically competent care for diverse populations, consistent with OCAPICA's mission.
- May perform basic statistical research and writing projects involving data collection, summarization, analysis, and design.
- May coordinate development of mental health services data and information.
- Perform other duties as assigned by the Psychiatrist or Behavioral Health Director.

Minimum Qualifications – Knowledge, Skills and Abilities Required

- Active and unrestricted California Registered Nurse (RN) license in good standing.
- Associate of Arts (AA), Bachelor of Science in Nursing (BSN), or Master of Science in Nursing (MSN) from an accredited program; BSN or higher preferred.
- Current CPR and BLS certification.
- Minimum 1-2 years of RN experience, preferably in behavioral health, community mental health, or integrated care settings.
- Bicultural and bilingual in an Asian or Pacific Islander language (e.g., Vietnamese, Korean, Tagalog, Khmer) is required.
- Must be actively engaged in developing patient care programs within clinical policies and program objectives and relating them to funding requirements.
- Demonstrated sensitivity to the needs of participants in a community behavioral health setting, spanning health and social services as integrated components of care.
- Knowledge of Medi-Cal billing, BHSA requirements, ACT/FACT/FSP ICM models, and County behavioral health program standards preferred.
- Demonstrated knowledge of and sensitivity toward diverse cultures; ability to deliver services in a culturally and linguistically competent manner.
- Ability to work effectively within a multidisciplinary team inclusive of internal and external staff, community agencies, participants, and family members.
- Excellent verbal and written communication skills; strong computer skills and proficiency with Electronic Health Record (EHR) systems and Medi-Cal documentation requirements.
- Ability to keep accurate records, prepare reports, and maintain strong attention to detail.
- Comply with all applicable federal, state, and local nursing regulations, standards, and policies, including HIPAA.
- Must possess strong interpersonal skills and the ability to maintain professional and ethical boundaries.
- Valid California Driver's License, reliable personal transportation, and proof of automobile insurance.
- Ability to work a flexible schedule, including occasional evenings, weekends, or off-hours as required by program needs.
- Verification of employment eligibility and satisfactory background check required.

Desired Qualifications – Knowledge, Skills and Abilities

- Experience in ACT/FACT, FSP ICM, or Full Service Partnership programs serving individuals with serious mental illness (SMI) and co-occurring disorders.
- Ability to collaborate effectively with clinicians, case managers/PSCs, specialists, physicians, and administrators within a shared caseload team model.
- Exhibit strong clinical assessment and nursing skills in a community-based setting.
- Familiarity with integrated care models that coordinate primary care and behavioral health services.
- Ability to be flexible, take initiative, and adapt to a fast-paced, field-based environment.

Supervisory Responsibilities

- No formal supervision of employees required at this time.

Environmental Conditions (Working Conditions)

- This position operates in a hybrid environment including an office setting (which may include shared workspace), community field-based locations, participant homes, clinics, and other community sites. Incumbent may be exposed to weather conditions and noise levels prevalent when performing community-based duties, consistent with the in vivo service delivery model of ACT/FACT/FSP ICM programs.

Physical Requirement

- In the course of performing this job, the incumbent typically spends time sitting, standing, walking, typing, filing, listening, and speaking. May be required to drive to community locations and carry nursing supplies as needed for field-based service delivery.

Mental Requirement

- The incumbent must be able to accommodate any/all of the following: tolerance for distractions and interruptions, uncontrollable changes in priorities and work schedules, and the ability to process information, think, and conceptualize clearly and in a timely manner in a dynamic, community-based environment.

Application Process

Application deadline: Until filled.

Please e-mail a resume and 3 professional references (past supervisors including e-mail address and phone number) to careers@ocapica.org.

Please ensure that the email subject has the job title: **Registered Nurse**

Agency Background:

The Orange County Asian and Pacific Islander Community Alliance (OCAPICA) is a nonprofit community-based organization serving over 80,000 community members on an annual basis in more than 20 different languages throughout Orange County. Program areas include health, mental health, workforce development, civic engagement and policy, youth leadership development and education, and housing. Founded in 1997 to serve low-income Asian Americans and Pacific Islanders, OCAPICA has since evolved to serve all communities in need. OCAPICA is mainly grant funded through government and private foundation grants.

OCAPICA is an Equal Opportunity Employer