



CONTINUOUS RECRUITMENT OPEN-COMPETITIVE EXAMINATION

APPLICATIONS ACCEPTED CONTINUOUSLY TESTS HELD PERIODICALLY

Examination No. and Title	Salary Grade
20-926 Nurse Practitioner (Acute Care)	24
20-927 Nurse Practitioner (Adult Health)	24
20-929 Nurse Practitioner (Community Health)	24
20-930 Nurse Practitioner (Family Health)	24
20-938 Nurse Practitioner (Psychiatry)	24
20-941 Nurse Practitioner (Psychiatry) (Spanish Language)	24

Office of Addiction Services and Supports, Office of Mental Health, Office for People With Developmental Disabilities, Office of Children and Family Services, Department of Health (including Helen Hayes Hospital and the Veterans' Homes), Department of Corrections and Community Supervision, Department of Civil Service, and Workers' Compensation Board.	Beginning Salary*	Job Rate
Statewide (all Counties not specified below)	\$107,669	\$123,405
Columbia & Greene Counties	\$101,912	\$123,405
Broome & Chenango Counties	\$111,507	\$123,405
Sullivan & Ulster Counties	\$111,912	\$133,405
Dutchess & Orange Counties	\$113,425	\$134,918
Putnam County	\$119,182	\$134,918
Bronx, Kings, Nassau, New York, Queens, Richmond, Rockland, Suffolk, and Westchester Counties	\$120,695	\$136,431
Office of Mental Health		
Clinton, Essex, Franklin, Jefferson, Lewis, and St. Lawrence Counties	\$123,405	\$123,405
Department of Corrections and Community Supervision		
Clinton, Franklin, Jefferson, and St. Lawrence Counties	\$123,405	\$123,405
Agency and Location		
State University of New York at Binghamton (Broome County)	\$91,507	\$103,405
SUNY College at Cortland (Cortland County)	\$87,669	\$103,405
SUNY College at Oswego (Oswego County)	\$87,669	\$103,405
State University College of Technology at Canton (St. Lawrence County)	\$87,669	\$103,405
State University of New York at New Paltz (Ulster County)	\$94,783	\$116,276

*These salaries include salary enhancements such as increased hiring minimums and/or geographic pay differentials because of recruitment difficulties in these locations.

NO APPLICATION PROCESSING FEE REQUIRED

MINIMUM QUALIFICATIONS: On or before the date of filing your application, you must be certified and currently registered as a Nurse Practitioner in a specialty** practice area by the New York State Education Department.

Requirement for prescribing medication: You must meet the current requirements as prescribed by the New York State Board of Nursing.

**Specialty area must coincide with the scope of practice performed by an incumbent; this denotes the appropriate parenthetical.

NOTES:

- If you fail to maintain your license and registration once you are appointed, action will be taken to remove you from the position.
- Credentials will be reviewed at the time of interview.
- Questions regarding requirements for licensure and registration should be directed to the New York State Education Department, Office of the State Board for Nursing, 89 Washington Avenue, Albany, NY 12237 or by calling (518) 474-3817. The State Education Department may also be contacted by email at nursebd@mail.nysed.gov.
- Background Investigation/Justice Center Review:** In some agencies, the names of all prospective employees **will be:**
 - Checked against the Staff Exclusion List (SEL) maintained by the Justice Center for the Protection of People with Special Needs. Prospective employees whose names appear on the SEL as having been found responsible for serious or repeated acts of abuse or neglect will be barred from appointment and may have their names removed from the eligible list(s) for the title(s);
 - Investigated through a Criminal Background Check (CBC). All convictions must be reported. Conviction of a felony or misdemeanor or any falsified or omitted information may bar appointment or result in removal after appointment. Each case will be determined on its own merits, consistent with the applicable provisions of state and federal laws;**and may be:**
 - Screened against the Statewide Central Register of Child Abuse and Maltreatment (SCR). Prospective employees whose names appear on the SCR may be barred from appointment.
 You will be responsible for payment of all required fees.

NOTES: (Continued)

5. **Medicaid and Medicare:** In order to be eligible for appointment and to maintain employment, you cannot be listed as an excluded individual or entity on any of the Federal and/or State Medicaid and Medicare exclusion lists (or excluded from any other Federal or Federally assisted program). If you are appointed and subsequently listed as an excluded individual or entity on any of these lists (or excluded from any other Federal or Federally-assisted program), you may be terminated from your employment.
6. For appointment in the Office for People With Developmental Disabilities ONLY: Upon appointment you must submit proof of a valid license to operate a motor vehicle in New York State. Contact the Personnel Office of the facility in which you are interested in employment for specific information on this requirement. If you fail to maintain your license to operate a motor vehicle in New York State, appropriate measures may be pursued to remove you from this position.
7. Applicants for positions at any of the Veterans' Homes operated by the Department of Health must have no findings of abuse, neglect, mistreatment, or misappropriation of resident funds listed on the New York State or any state nursing home registry to be considered.
8. **Language Proficiency:** If you pass the examination for No. 20-941 Nurse Practitioner (Psychiatry) (Spanish Language) you will be required to demonstrate your Spanish language proficiency at a level that will ensure your ability to perform properly the duties of the position. Only enough candidates to fill current vacancies will be called to the proficiency test.
9. If you submit an application for No. 20-941 Nurse Practitioner (Psychiatry) (Spanish Language), an application for No. 20-938 Nurse Practitioner (Psychiatry) will automatically be submitted for you. If you are successful on the examination, your name will be placed on both lists.
10. Appropriate part-time and volunteer experience, which can be verified, will be accepted on a prorated basis.
11. New York State residence is not required.

THE POSITIONS: These positions exist in the Office of Addiction Services and Supports, the Office of Mental Health, the Office for People With Developmental Disabilities, the State University of New York, the Office of Children and Family Services, the Department of Health, the Department of Corrections and Community Supervision, the Department of Civil Service, and the New York State Workers' Compensation Board.

DUTIES: As a **Nurse Practitioner (Various Parenthetics)**, you would provide primary, acute, and/or long-term care services to individuals within your certified specialty area of practice; diagnose and treat illnesses and other health problems; prescribe medications, medical tests, and treatments; collaborate with physicians and other health care providers to ensure that individuals receive appropriate, timely, and coordinated care; and provide clinical guidance and training to nursing staff. You may also serve as a preceptor to Nurse Practitioner students.

SUBJECT OF EXAMINATION: There will be no written test. If you meet the Minimum Qualifications your **education and experience** will be evaluated against the general background/critical activities of the position. It is essential that you describe your education and experience as completely as possible on the examination application NYS-APP form. Ambiguity, vagueness or omissions will not be decided in your favor. Do NOT send resumes. If you need more space, attach additional 8½" x 11" sheets, following the same format used on the application form. Your final score will be based on the rating you receive on the evaluation of education and experience. All statements you make on your application are subject to investigation.

Your final score must be 70 or higher in order to pass. Your final score on the eligible list will be determined after adding any wartime Veterans' and Civil Service Law Section 85-a credits.

Applicants are required to have a Personal NY.gov account and keep their email address up to date. The Department of Civil Service and other state agencies will communicate with you through email correspondence. This may include the notification of your test arrangements, examination results, and canvassing you for interest in appointment. It will be important for you to keep your email address, phone number, and mailing address current by logging into <https://www.cs.ny.gov/home/myaccount>.

HOW TO APPLY:

- Download the examination application NYS-APP form at <http://www.cs.ny.gov/announ/applications.cfm>; or
- Email cs.sm.examinfo@cs.ny.gov to request NYS-APP form; or
- Obtain NYS-APP form from a State agency or facility personnel/business office; or
- Request NYS-APP form by calling the Department of Civil Service in the Albany area at 518-457-2487 or toll free at 1-877-697-5627.

WHERE TO APPLY: A list of facilities/agencies where these positions exist is a part of this announcement. To apply to the Office of Mental Health, the Office of Addiction Services and Supports, the Department of Civil Service, the Department of Corrections and Community Supervision, or the New York State Workers' Compensation Board, send your application to the appropriate Personnel Office located in Albany. For employment with the Office of Children and Family Services, send your application to the Bureau of Personnel in Rensselaer. To apply to the Department of Health, the State University of New York, or the Office for People With Developmental Disabilities, submit your application directly to the Personnel Office of each facility where you are interested in working.

State agencies will accept applications at any time and will rate the education and experience of qualified applicants whenever additional eligibles are needed. Applications received afterward will be retained for the next scheduled rating. For information about this examination, write or call the facility where you are interested in being employed, using the information stated below.

NYS DEPARTMENT OF CIVIL SERVICE
Agency Building 1, Empire State Plaza, 9th Floor, Room 911
Albany, NY 12239
(518) 473-4306
Attention: Office of Human Resources & Administrative Planning

NEW YORK STATE DEPARTMENT OF HEALTH
MAIL YOUR COMPLETED APPLICATION TO:

Helen Hayes Hospital
Route 9W
West Haverstraw, NY 10993
(845) 786-4000
Attention: Human Resources Department

New York State Veterans Home at Oxford
4207 State Highway 220
Oxford, NY 13830-4305
(607) 843-3128
Attention: Human Resources Department

New York State Veterans Home at Batavia
220 Richmond Avenue
Batavia, NY 14020
(585) 345-2000
Attention: Human Resources Department

New York State Veterans Home at St. Albans
178-50 Linden Boulevard
Jamaica, NY 11434-1467
(718) 481-6268
Attention: Human Resources Department

New York State Veterans Home at Montrose
2090 Albany Post Road
Montrose, NY 10548-1454
(914) 788-6000
Attention: Human Resources Department

NEW YORK STATE OFFICE FOR PEOPLE WITH DEVELOPMENTAL DISABILITIES
MAIL YOUR COMPLETED APPLICATION TO:

Bernard M. Fineson Developmental
Disabilities State Operations Office
P.O. Box 280507
Queens Village, NY 11428-0507
(718) 217-5110

Central New York Developmental
Disabilities State Operations Office
Syracuse Office
187 Northern Concourse
North Syracuse, NY 13212
(315) 473-6980

Metro New York Developmental
Disabilities State Operations Office
Human Resources Office
2400 Halsey Street
Bronx, NY 10461
(718) 430-0710

Brooklyn Developmental Disabilities State
Operations Office
750 Vandalia Avenue
Brooklyn, NY 11239
(718) 642-6310

Finger Lakes Developmental Disabilities
State Operations Office
Attention: Human Resources Office
620 Westfall Road
Rochester, NY 14620
(585) 461-8800

Staten Island Developmental Disabilities
State Operations Office
1150 Forest Hill Road
Staten Island, NY 10314-6316
(718) 983-5433

Broome Developmental Disabilities State
Operations Office
249 Glenwood Road
Binghamton, NY 13905-1695
(607) 770-0241

Hudson Valley Developmental Disabilities
State Operations Office
P.O. Box 470
Thiells, NY 10984
(845) 947-6192

Sunmount Developmental Disabilities
State Operations Office
2445 State Route 30
Tupper Lake, NY 12986
(518) 359-4157

Capital District Developmental
Disabilities State Operations Office
500 Balltown Road
Schenectady, NY 12304
(518) 388-0838

NYS Institute For Basic Research in
Developmental Disabilities State
Operations Office
1050 Forest Hill Road
Staten Island, NY 10314
(718) 494-5100

Taconic Developmental Disabilities State
Operations Office
26 Center Circle
Wassaic, NY 12592
Attn: OHRM
(845) 877-6821, Ext. 3367

Central New York Developmental
Disabilities State Operations Office
Rome Office
101 W. Liberty Street
Rome, NY 13440
(315) 336-2300, Ext. 578

Long Island Developmental Disabilities
State Operations Office
45 Mall Drive, Suite 1
Commack, NY 11725
(631) 493-1700

Western New York Developmental
Disabilities State Operations Office
Attn: Human Resources Office
1200 East & West Road
West Seneca, NY 14224
(716) 517-2000

NEW YORK STATE OFFICE OF ADDICTION SERVICES AND SUPPORTS

MAIL YOUR COMPLETED APPLICATION TO:
NYS Office of Addiction Services and Supports
Bureau of Human Resources Management
1450 Western Avenue
Albany, NY 12203
(518) 457-2963

NEW YORK STATE OFFICE OF CHILDREN AND FAMILY SERVICES

Apply to:

**New York State Office of
Children and Family Services
Bureau of Personnel
52 Washington Street
Rensselaer, NY 12144-2735**

Brookwood Secure Center
419 Spookrock Road, Box 265
Claverack, NY 12513
(518) 851-3211
Fax: (518) 851-2685

Goshen Secure Center
97 Cross Rd
Goshen, NY 10924
(845) 615-3000
Fax: (845) 615-3016

Industry Residential Center
375 Rush-Scottsville Road
Rush, NY 14543
(585) 533-2600
Fax: 585 533-2822

Brentwood Residential Center
1230 Commack Road
Dix Hills, NY 11746-8215
(631) 667-1213
Fax: (631) 667-1213

Finger Lakes Residential Center
250 Auburn Road
Lansing, NY 14882
(607) 533-5000
Fax: (607) 533-5012

Highland Residential Center
629 North Chodikee Lake Road
Highland, NY 12528
(845) 691-7223
Fax: (845) 691-6042

MacCormick Secure Center
300 South Road
Brooktondale, NY 14817
(607) 539-7121
Fax: (607) 539-6588

NEW YORK STATE DEPARTMENT OF CORRECTIONS AND COMMUNITY SUPERVISION

Apply to:

**NYS Department of Corrections and
Community Supervision
1220 Washington Avenue
State Office Building Campus
Building #2
Albany, NY 12226-2050
(518) 457-8132**

Elmira Correctional Facility
1879 Davis Street
P.O. Box 500
Elmira, NY 14901-0500
(607) 734-3901 (Chemung Co.)

Mid-State Correctional Facility
9005 Old River Road
P.O. Box 216
Marcy, NY 13403-0216
(315) 768-8581 (Oneida County)

Albion Correctional Facility
3595 State School Road
Albion, NY 14411
(585) 589-5511

Fishkill Correctional Facility
18 Strack Drive
Beacon, NY 12508-0307
(845) 831-4800 (Dutchess Co.)

Mohawk Correctional Facility
6514 Rt. 26
P.O. Box 8450
Rome, NY 13440
(315) 339-5232 (Oneida County)

Bedford Hills Correctional Facility
247 Harris Road
Bedford Hills, NY 10507-2499
(914) 241-3100

Gouverneur Correctional Facility
112 Scotch Settlement Road
P.O. Box 370
Gouverneur, NY 13642-0370
(315) 287-7351 (St. Lawrence Co.)

Southport Correctional Facility
236 Bob Masia Drive
P.O. Box 2000
Pine City, NY 14871-2000
(607) 737-0850 (Chemung Co.)

Cape Vincent Correctional Facility
36560 State Route 12E
Box 599
Cape Vincent, NY 13618-0599
(315) 654-4100 (Jefferson Co.)

Greene Correctional Facility
165 Plank Road
P.O. Box 8
Coxsackie, NY 12051-0008
(518) 731-2741 (Greene County)

Upstate Correctional Facility
309 Bare Hill Road
P.O. Box 2000
Malone, NY 12953-2931
(518) 483-6997 (Franklin Co.)

Clinton Correctional Facility
1156 Rt. 374
P.O. Box 2000
Dannemora, NY 12929-2000
(518) 492-2511 (Clinton Co.)

Groveland Correctional Facility
7000 Sonyea Road
P.O. Box 50
Sonyea, NY 14556-0050
(585) 658-2871 (Livingston County)

Wende Correctional Facility
3040 Wende Road
Alden, NY 14004-1187
(716) 937-4000 (Erie County)

Collins Correctional Facility
Middle Road
P.O. Box 490
Collins, NY 14034-0490
(716) 532-4588 (Erie County)

Lakeview Shock Incarceration
Correctional Facility
9300 Lake Avenue
P.O. Box T
Brocton, NY 14716-9798
(716) 792-7100 (Chautauqua Co.)

Willard Drug Treatment Campus
7116 County Route 132
P.O. Box 303
Willard, NY 14588-0303
(607) 869-5500 (Seneca County)

**STATE UNIVERSITY OF NEW YORK
MAIL YOUR COMPLETED APPLICATION TO:**

Binghamton University
ATTN: Human Resources
4400 Vestal Parkway E
PO Box 6000
Binghamton, NY 13902

SUNY Cortland
Human Resources Office
P.O. Box 2000
Cortland, NY 13045

SUNY Oswego
410 Culkin Hall
Oswego, NY
13126

SUNY Canton
34 Cornell Drive
Canton, NY
13617

SUNY New Paltz
1 Hawk Drive
New Paltz, NY 12561

NEW YORK STATE OFFICE OF MENTAL HEALTH

Apply To:
New York State Office of Mental Health
Facility Personnel Services
44 Holland Avenue, 7th fl
Albany, NY 12229
(877) 691-8264
Email: omhjobs@omh.ny.gov

Bronx Psychiatric Center
1500 Waters Place
Bronx, NY 10461
(718) 931-0600

Buffalo Psychiatric Center
400 Forest Avenue
Buffalo, NY 14213
(716) 885-2261

Capital District Psychiatric Center
75 New Scotland Avenue
Albany, NY 12208
(518) 549-6000

Central New York Psychiatric Center
PO Box 300
Marcy, NY 13403
(315) 765-3600

Creedmoor Psychiatric Center
79-25 Winchester Boulevard
Queens Village, NY 11427
(718) 264-4000

Elmira Psychiatric Center
100 Washington Street
Elmira, NY 14902
(607) 737-4711

Greater Binghamton Health Center
425 Robinson Street
Binghamton, NY 13904
(607) 724-1391

Hutchings Psychiatric Center
620 Madison Street
Syracuse, NY 13210
(315) 426-3600

Kingsboro Psychiatric Center
681 Clarkson Avenue
Brooklyn, NY 11203
(718) 221 7700

Kirby Forensic Psychiatric Center
102 Rivers Edge Road
New York, NY 10035
(646) 672-5858

Manhattan Psychiatric Center
102 Rivers Edge Road
New York, NY 10035
(646) 672-6767

Mid-Hudson Forensic Psychiatric Center
2834 Route 17M
New Hampton, NY 10958
(845) 374-8700

Mohawk Valley Psychiatric Center
1400 Noyes Street
Utica, NY 13502
(315) 738-3800

Nathan S. Kline Institute for Psychiatric
Research
140 Old Orangeburg Rd.
Orangeburg, NY 10962
(845) 398-5500

New York City Children's Center
Bronx Campus
1350 Waters Place
Bronx, NY 10461
(718) 239-3600

New York City Children's Center
Brooklyn Campus
1819 Bergen Street
Brooklyn, NY 11233
(718) 221-4500

New York City Children's Center
Queens Campus
74-03 Commonwealth Boulevard
Bellerose, NY 11426
(718) 264-4500

NYS Psychiatric Institute
1051 Riverside Drive
New York, NY 10032
(646) 744-5000

Pilgrim Psychiatric Center
998 Crooked Hill Road
West Brentwood, NY 11717
(631) 761-3500

Rochester Psychiatric Center
1111 Elmwood Avenue
Rochester, NY 14620
(585) 241-1200

Rockland Children's Psychiatric Center
2 First Avenue
Orangeburg, NY 10962
(845) 680-4000

Rockland Psychiatric Center
140 Old Orangeburg Road
Orangeburg, NY 10962
(845) 680-4000

Sagamore Children's Psychiatric Center
197 Half Hollow Road
Dix Hills, NY 11746
(631) 370-1701

Secure Treatment and Rehabilitation
Center (STARC)
STARC-Oakview
P.O. Box 300
Marcy, NY 13403
(315) 765-3600

STARC-Bridgeview
1 Chimney Point Drive
Ogdensburg, NY 13669
(315) 765-3600

St. Lawrence Psychiatric Center
1 Chimney Point Drive
Ogdensburg, NY 13669
(315) 541-2001

South Beach Psychiatric Center
777 Seaview Avenue
Staten Island, NY 10305
(718) 667-2300

Western New York Children's
Psychiatric Center
1010 East and West Road
West Seneca, NY 14224
(716) 677-7000

NEW YORK STATE WORKERS' COMPENSATION BOARD

MAIL YOUR COMPLETED APPLICATION TO:
Human Resources Management Bureau
328 State Street
Schenectady, NY 12305

INFORMATION FOR CANDIDATES

NEW YORK STATE IS AN EQUAL OPPORTUNITY EMPLOYER: It is the policy of the state of New York to provide for and promote equal opportunity in employment, compensation, and other terms and conditions of employment without unlawful discrimination on the basis of age, race, color, religion, disability, national origin, gender, sexual orientation, marital status, domestic violence victim status, genetic predisposition or carrier status, or arrest and/or criminal conviction record unless based upon a bona fide occupational qualification or other exception.

Appointment to many positions in State government require candidates to undergo an investigative screening. This may include a thorough character investigation, a Federal Bureau of Investigation Criminal Record History Check, a Child Abuse Registry clearance, or other similar procedures. Candidates may be fingerprinted and may be required to pay any necessary fees for that procedure. Depending on the nature of the job, the criminal convictions discovered, or any falsified or omitted information revealed, the investigative findings may bar appointment or result in removal after appointment.

ELIGIBILITY FOR EMPLOYMENT: You must be legally eligible to work in the United States at the time of appointment and throughout your employment with New York State. If appointed, you must produce documents that establish your identity and eligibility to work in the United States, as required by the federal Immigration Reform and Control Act of 1986, and the Immigration and Nationality Act.

REASONABLE ACCOMMODATIONS IN TESTING: It is the policy of the Department of Civil Service, in accordance with the New York State Human Rights Law and the Americans with Disabilities Act, to provide qualified persons with disabilities equal employment opportunity and equal opportunity to participate in and receive the benefits, services, programs, and activities of the Department. It is the policy of the Department to provide such persons reasonable accommodations and reasonable modifications as are necessary to provide equal opportunity. Persons with disabilities who require an accommodation to participate in an examination must note this on their application. Further information is available from the Test Administration Unit of the Department of Civil Service. In the Albany area, call 518-457-2487. Outside of the Albany area, call toll free at 1-877-697-5627. For TDD services, call NY Relay at 711 (requires a fee) or 1-800-662-1220.

NEW YORK STATE RESIDENCE IS NOT REQUIRED FOR MOST POSITIONS: However, you must be eligible for employment in the United States.

CONTINUOUS RECRUITMENT/ELIGIBLE LISTS: Candidates who meet the qualifications and pass this examination will have their names placed on the eligible list in the order of final scores, regardless of the date on which they filed or took the test. Generally, the names of qualified candidates will remain on the eligible list for two years. Appeal of ratings will not be allowed as the opportunity for retest exists. The Department of Civil Service reserves the right to terminate this special recruitment program.