

**JOB DESCRIPTION**

**NURSE, HOSPITAL, REGISTERED**

**Reports to:** DON, CAH Non-Exempt Job number: 440 Job Code: 00-70002

**JOB SUMMARY**: Provide primary care to patients/residents in accordance with physician orders, facility protocols, and written plans of care.

**DUTIES/RESPONSIBILITIES**:

* Treat everyone with dignity and respect.
* Promote and protect all patient/resident rights.
* Maintain confidentiality of protected health information, including verbal, written, and electronic communications.
* Demonstrate professional behavior while on duty in any setting.
* Obtain physician orders for care and treatment. Transcribe and initiate orders appropriately. Assemble special treatment supplies and equipment.
* Administer medication per facility policy and licensure regulations, and complete appropriate documentation.
* Identify, manage, and treat patient/resident conditions, such as changes in vital signs, skin conditions (ulcers), alterations in mental status, and changes in nutrition, etc. Document patient/resident care problems, abnormal findings, and changes in resident’s condition, report to physician, supervisor, and/or resident/representative. Document all assessments in the medical record.
* Confer with the care plan team in the development of the comprehensive care plan. Monitor implementation of preventive measures such as turning/positioning, pressure relief devices, nutrition/hydration measures, and toileting/incontinence care.
* Provide education to patient/representative as identified on care plan. Topics include but not limited to nutrition, safety, medications, preventive measures, changes in mentation, and wound healing. Provide wound care, following manufacturer recommendations and appropriate techniques.
* Assist with discharge planning through identification of discharge needs and providing education as needed.
* Perform administrative duties as assigned including supervision of CNA, CNA/MT, and LPN.
* Provide status reports to Director of Nursing.
* Assist with admission, discharge, or care of residents as needed.
* Participate in the orientation of other NCHS employees
* Participate, as requested/required in staff development, in-service, and other educational and related activities

**QUALIFICATIONS /ABILITIES**:

* Graduate of an approved RN program. Two years of experience as an RN preferred.
* Ability to gain proficiency in NCHS’s software programs as applicable.
* Knowledgeable of nursing practices and demonstrates knowledge and skills necessary to provide appropriate care to meet patient/resident needs.
* Maintains the knowledge and skills necessary to provide care appropriate to the age of the patient/resident; may include infant child, adolescent, adult and geriatric.
* Demonstrate competency and the ability to carry out department specific functions in accordance with the NCHS standard of care, policies and procedures.
* Demonstrate the ability to communicate effectively both verbally and in written format.
* Demonstrate a high level of interpersonal skills and be able to communicate effectively with individuals throughout NCHS.

**Demonstrate knowledge and understanding of and compliance with:**

* Infection control policies and procedures for position

• All pertinent safety, health and environmental policies, procedures and guidelines.

• Working safely, without causing harm or risk to self, others or property.

• The work environment and all safety procedures.

• Prompt reporting of unsafe practices, procedures, accident/injuries, complaints or any other safety violations.

• The appropriate use of all safety equipment and personal protective equipment

**LICENSURE/CERTIFICATION REQUIREMENT:**

* Current ND Registered Nurse License.
* BLS, ACLS TNCC and PALS within 3 months of hire
* The employee is to maintain all applicable education, licensure, certification or registration requirements.

**WORKING CONDITIONS**: Variable PM shifts during the week, weekend and holidays. Indoor, rarely outdoor (to accompany patient/resident on transfer), Emergency Room, Hospital.

**JOB EXPOSURES:**

May be subjected to occupational health hazards including but not limited to odors, chemicals, infectious diseases, infectious wastes, sharps and body fluids and physical, psychological and emotional stress.

**PHYSICAL REQUIREMENTS:**

* Ability to lift, move, push or pull a minimum of 40 pounds.
* **Hand Functions-** grasp and pinch frequently
* **Visual-** optimal vision required to read information, reports, instructions, labels etc.
* **Verbal and auditory-** must communicate effectively with patients, families, physicians and other staff
* Frequent standing and walking, bending and working at all levels for extended periods.
* Meet general health requirements according to facility policy, including medical and physical exams and checking immunity status to various infectious diseases.

**Functional Assessment:**

This position requires the ability to perform essential job functions with or without reasonable accommodations.

**Employee Statement of Understanding**

This job description is intended to convey the general scope of the major duties and responsibilities inherent in this position. Other tasks not listed here may be assigned. Periodic revision may be necessary to reflect changes in expectations placed on the health care industry by various governmental agencies. This job description will be reviewed and/or revised annually and as needed.

I have read and understand the job description for my position. I agree to comply with all NCHS policies, laws, rules, regulations and standards of conduct relating to my position. As an employee, I understand my duty to report any suspected violations of the law or standards of conduct to my director or the Corporate Compliance Officer (Administrator)

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Employee Date

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 CEO/Administrator Date