

PRIMARY HEALTH CARE, INC

TITLE: Registered Nurse

PAY GRADE 7

FLSA non-exempt

GENERAL DESCRIPTION

The purpose of this position is to provide general nursing care and leadership, working collaboratively with physicians and multidisciplinary team members. The R.N. will promote and restore patient's health as they prescribe, provide, delegate, evaluate and coordinate comprehensive professional nursing care through the use of the nursing process for patients of all ages, gender, cultures, and background; provide physical and psycho-social support to patients, friends, and families. This individual may oversee clinical care of other personnel including LPN's and MA's.

CHARACTERISTIC DUTIES

PATIENT DUTIES

1. Assess, plan, direct and evaluate total nursing care as determined by the patient's age related physical, psychosocial, and cultural needs in accordance with established standards, policies and procedures of the Community Health Center.
2. Provides case management by being a patient advocate, resource and contact person for patients.
3. Provides basic education information to patients and family, focusing on self-care appropriate to their age and identified learning considerations and needs.
4. Performs assessment data collection and documents subjective data (chief complaint and allergies) and objective data (vital signs/weight/etc.). Reviews basic health history information for patients; focusing on environmental, self-care and clinic discharge planning.
5. Administers medications and intravenous solutions skillfully and correctly, and performs lab/diagnostic testing as ordered by provider and reports all critical lab values immediately.
6. Demonstrates an ability to remain calm, perform effectively and professionally during peak periods of activity and emergency situations.
7. Anticipates and prepares examination room with equipment and supplies required for the visit. Assists provider with examination and procedures per request.
8. Utilizes universal precautions in obtaining specimens (venipuncture, cultures, etc.) and in delivery of patient care. Performs lab testing (i.e. urine dip, pregnancy test, strep screen, hemacue) including quality controls and maintains all laboratory/diagnostic test logs.
9. Performs efficiently in stressful situations, seeking guidance, informing appropriate persons and documenting events.

TEAM DUTIES

1. Evaluates the effectiveness of the care given by interdisciplinary care team and identifies problems and guides team members to their solution.

2. Assigns care team members in accordance with patient needs, staff capabilities and qualifications to meet the needs of the clinic.
3. Participates in training, orientation, competency assessment and education of new employees.
4. Communicates clearly, concisely and accurately, creating a working climate that provides growth and job satisfaction of personnel.
5. Serves as a resource person to other staff in the area of ones own clinical expertise.

ADMINISTRATIVE DUTIES

1. Acts in a professional manner, reflecting the mission of the Community Health Center and demonstrates compliance with all policy, procedures and federal/state regulations.
2. Demonstrates ongoing service excellence skills.
3. Maintains economical and efficient nursing care in a clean and safe environment.
4. Participates in performance improvement activities as requested.
5. Demonstrates ongoing understanding of corporate compliance policy.
6. Participates in meetings, conferences, and demonstrates genuine desire to develop strategies for improved clinic operations and a high level of patient care.
7. Evaluates the performance of team members as requested for performance appraisals.

MINIMUM QUALIFICATIONS

1. Current RN License recognized by the State of Iowa Board of Nursing.
2. Knowledge of nursing care in accordance with regulations and practices established by the Iowa Board of Nursing.
3. Current Basic Life Support for Health Care Providers Certification.
4. Consistent demonstration of a team approach to care.
5. Ability to effectively communicate both in writing and orally.
6. Computer literate.

PREFERRED QUALIFICATIONS

1. Bilingual, preferably Spanish speaking.
2. Experience providing pediatric and obstetrical care.
3. Experience in community health centers.
4. Bachelor's of Science in Nursing degree.

Clinic Director

Issued: July, 2002

Reviewed: N/A

Revised: 6/04, 6/06, 2/08

DISCLAIMER: The above statements reflect the general duties considered necessary to describe the principal functions of the job as identified and shall not be considered as a detailed description of all work requirements that may be inherent in the position.

I have reviewed and received a copy of this job description.

Employee Signature

Date