

Collingsworth General Hospital Position Description

Job Title: Registered Nurse, Charge
Department: Nursing
Reports To: Chief Nursing Officer (CNO)
FLSA Status: Non-Exempt

SUMMARY: Plan, organize, direct, provide and evaluate care needed to maintain safety and improve the health and well being of patients through the implementation of the nursing process. Serve as patient advocate and be actively involved in the care of the patient and support of family members. Communicate effectively for continuity of care among patients, families, ancillary personnel and hospital departments.

QUALIFICATIONS:

- Competent in medical terminology.
- Knowledgeable about the interventions and evaluations of drug therapy.
- Maintain discretion and confidentiality in communications.
- Knowledgeable about policies and procedures regarding reporting and release of protected health information (PHI).
- Competent in clinical skills and use of medical equipment.
- Knowledgeable of Infection Control and Prevention Programs.
- Knowledge of licensing requirements, nursing practice act, statutes and rules applicable to nursing.
- Maintain certifications and continuing education requirements needed to perform job.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

- Establish, implement, evaluate and document patient plan of care and services.
- Provide education to staff, patient and family members promoting improvements in health care delivery.
- Administers transfusions of blood and blood products and patient medication administration as needed.
- Advocate for patient.
- Triage, assess and record patient's history, signs and symptoms.
- Evaluate and report patient status according to standardized format.
- Perform point of care diagnostic tests, such as, EKG and glucometer readings.
- Continually monitor to assure medical provider's orders for the patient's care are being carried out.
- Inform medical provider of any changes in patient status.
- Supervise nursing personnel and EMS within all clinical areas.
- Interact with patients, family members, medical providers and ancillary personnel on a continuous basis.
- Carry out procedures for admitting, transferring or discharging patients.
- Miscellaneous duties as assigned, requested or required.

EDUCATION and/or EXPERIENCE:

- Current Registered Nurse licensure

- Entry Level Degree or Diploma in Nursing
- Basic Life Support (BLS) certificate
- Successful completion of the following courses:
 - Advanced Cardiac Life Support (ACLS), highly recommended
 - Pediatric Advanced Life Support (PALS), highly recommended **OR**
 - Emergency Nursing Pediatric Course (ENPC), highly recommended
 - Trauma Nursing Core Course (TNCC), highly recommended
 - Neonatal Resuscitation Program (NRP) preferred

LANGUAGE/READING SKILLS:

- Communicate verbally and in writing in English.

MATHEMATICAL SKILLS:

- Competent in dosage calculations.
- Basic statistical concepts.

REASONING ABILITY: Responds to unusual or varied situations that are not covered by existing standards, procedures and precedents.

WORK ENVIRONMENT: Regularly required to stand, walk, sit, ascend and descend stairs, possess ability to handle, finger or feel objects, tools or controls; reach with hands and arms.

Frequently be able to lift 25 pounds from the floor to waist level and may occasionally be required to assist moving adult patients. Specific vision abilities include close vision and the ability to clearly focus vision. Specific hearing abilities using the stethoscope for breath sounds and Korotkoff sounds.

I have received and read a copy of this position description and acknowledge that I am able to perform the duties described.

Signature

Printed Name

Date