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| Job Title: | Registered Nurse | Department: | Hospice |
| Position Type: | Part Time | Job Category: | Non-exempt |
| Supervisor Title: | Home Health Care and Hospice Director | Dress Code Requirements: | Scrubs and closed toe shoes |
| Created Date: | May 2000, last revised Aug. 2005 | Last Updated: | June 2016 |
| Educational Requirements or Preferences: | Graduate of an accredited school of nursing. Maintain 12 CEUs every 2 years. | Credentials Required or Preferred: | Currently licensed as RN by State Board of Nursing in North Dakota. |
| Shift: | Day shift, M-F | Hours/Call: | 8:00 a.m. to 4:30 p.m. Responsible for being on call some evenings, weekends, and holidays. |
| Travel Required: (Driver's License Required) | Must have current driver's license, auto insurance and provide own transportation. | Equipment Knowledge: | Basic nursing equipment, DME, wound vacs, business office, computer and cell phone. |
| Knowledge/Skills/Abilities/Experience Required or Preferred: | | | |
| <p>One to two years nursing experience preferred. The RN has direct and indirect contact with current patients, physicians, family members, Hospice team members, and long term care facility staff.</p> <p>Responds effectively in emergency and stressful situations. Communicates frequently with coworkers, physicians, patients, and families. Ability to arrange and rearrange daily schedule, taking into consideration the duration and location of scheduled visits, meetings, unexpected situations, etc. Considerable amount of time is spent completing and reviewing charts, as well as independent decision-making.</p> <p>Has accountability for own conduct and promotes and supports positive working relationships among staff, between other disciplines, departments, families, visitors, and patients.</p> <p>Must be able to work with terminally ill patients and their families to help them effectively cope with dying.</p> | | | |
| Job Description | | | |
| <p>Provides nursing services based on initial and on-going nursing assessments of patient needs. Care is provided in accordance with standard nursing practice and inter- disciplinary team plan of care. The RN works directly with Registered Nurses, LPN's, CNA's, Physicians, Licensed Social Worker, Respiratory Therapists, Physical Therapists, Occupational Therapists, Speech Therapists, as well as current patients and families. Provides patient care and communication with other departments within the organization.</p> <p>ESSENTIAL FUNCTIONS, ROLES, AND RESPONSIBILITIES</p> <ol style="list-style-type: none"> 1. Participates in the development and revision of the patient's plan of care including nursing diagnosis, interventions, discharge planning, patient teaching and goal setting, in collaboration with the other members of the interdisciplinary team. <ol style="list-style-type: none"> a. Participates in the interdisciplinary team meetings by sharing nursing knowledge and skills with other team members when appropriate. b. Recognizes the knowledge and skills of other disciplines represented on the Hospice team, is open to suggestions, and is supportive of other team members in their areas of expertise, focusing on what is in the best interest of the patient and caregivers. c. Assures the appropriate use of the nursing process in the delivery of care to all ages of patients including geriatric, adult, adolescent and pediatrics. d. Treats patient and families with respect and dignity regardless of race, sex, age, religion, and | | | |

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| <p>financial means.</p> <ol style="list-style-type: none"> 2. Knowledgeable in the terminal process and the ability to teach patients and caregivers such in an attempt to avoid crisis. 3. Possesses knowledge in pain management, death and dying issues, palliative care, and keeps current in the Hospice concept and philosophy. 4. Completes documentation in a timely manner. <p>OTHER DUTIES</p> <ol style="list-style-type: none"> 1. Knowledgeable of Hospice philosophy, agency policies and procedures, and required paperwork to meet rules and regulations. 2. Maintains or increases clinical competence through participation in continuing education programs, as finances allow. 3. Exhibits responsibility and adaptability in work schedule according to established policies. <ol style="list-style-type: none"> a. Participates in Quality Assurance plan and program specific to Hospice to identify trends in the delivery of Hospice care. 4. Promotes positive public relations for the Hospice department and hospital. 5. Participates in ITM's and mandatory department meetings unless excused by the Hospice Director. If excused, is responsible for obtaining information discussed at meeting. <p>ADDITIONAL NOTES</p> <p>This job description does not reflect all duties that may be assigned to this position.</p> | | | |
| Other Requirements: | <ol style="list-style-type: none"> 1. CPR certification. 2. TB screen. 3. Must meet the attendance requirements of the position including mandatory meeting attendance. 4. Participates on at least one committee or project per year. 5. Completes annual mandatory training yearly. 6. Completes required Incident Command System for Healthcare/Hospitals training. 7. Must speak and write English clearly. 8. Respects the privacy of all persons and confidential information according to confidentiality policies and HIPAA regulation. 9. Follows the Standard Precautions Policy. | | |
| Physical Capabilities: | <p>Variable work conditions. May be required to sit or stand for long periods of time. Get in and out of vehicle frequently. Expected to carry objects ten to thirty pounds, lifting over 50 pounds.</p> <p>Direct patient care may require occasional standing, bending, lifting, crouching, or kneeling. Ability to go into homes that may require a considerable amount of stairs or other barriers.</p> | | |
| Environmental Factors: | <p>Working Environment and Hazards</p> <ol style="list-style-type: none"> 1. Expected to travel in hot and cold weather, variable road conditions. 2. Work in a shared office area with frequent interruptions. | | |

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| | 3. Potential exposure to mechanical, chemical, electrical and environmental hazards, as well as body fluids and domestic animal hazards. | | |
| I, (Print name) _____, have read the job description required for my position and fully understand the conditions set forth therein. I agree to perform these duties to the best of my ability. | | | |
| Employee Signature | | Date: | |