

HAZEN MEMORIAL HOSPITAL ASSOCIATION  
JOB DESCRIPTION

JOB TITLE: Staff Registered Nurse

DEPARTMENT: Nursing Service

REPORTS TO: Director of Patient Care

WORK HOURS: Requires rotating to days and nights (12 hour shifts), weekends, and holidays. Call may be required depending on department needs.

JOB SUMMARY:

The Registered Nurse (RN)/ Licensed Practical Nurse (LPN) is accountable for delivering care to the patient utilizing the nursing process. The RN/LPN is a critical thinker, team leader, and team player. The RN/LPN is a positive role model and is able to share knowledge freely.

JOB DUTIES:

Essential functions have been denoted with a \*.

- \*1. Promotes positive relationships between peers, other departments, physicians, patients, and family members. Treats co-workers, patients, and family members with kindness and respect.
- \*2. Assesses patients per hospital policy:
  - a. To include taking medical history and system review;
  - b. Administer patient care within the guidelines of patient's Plan of Care and within the scope and standards of nursing practice.
- \*3. Charting must be completed and concise per hospital policy. Nursing personnel is responsible for observing and implementing physician orders.
- \*4. Develops and updates patient's Plan of Care and starts the discharge planning on admission.
- \*5. Knowledgeable of basic rhythm strips, lethal arrhythmias and Plan of Treatment.
- \*6. Knowledgeable of standards of obstetric care and charting guidelines.
7. Participates in professional and educational growth as offered by hospital.

- \*8. Knowledgeable of the functions in the Emergency Room. Floor nurses are required to work in the ER when the ER nurse is unavailable. Remains calm in emergency situations and assesses the needs of the patient.
9. Participates in committees: Policy and Procedure, Education, Quality Assurance, and Peer Review.
10. Performs other duties as required or assigned.

#### WELFARE OF OTHERS:

The staff RN/LPN is responsible for the supervision of the Patient Care Associate and Ward Clerk. The RN/LPN is responsible for care provided to assign the patient. Decisions made by the RN/LPN may have impact on Ancillary Services, i.e., Lab, Radiology, and Environmental Services.

#### REQUIREMENTS:

1. Complies with dress code according to departmental policies.
2. Will attend all 6 departmental meetings.
3. Must be certified in CPR every 2 years.
4. Will assist in one Quality Assurance study every year.
5. Completes mandatory inservice material yearly.
6. Reviews, signs, and dates all policy manuals.
7. Follows the Standard Precautions Policy.
8. Demonstrates appropriate response to emergency, i.e., fire alarms, disaster drills.
9. Respects the privacy of all persons and confidential information that employees may hear.
10. Participates on two committees or projects/year.
11. Is willing to adjust personal schedule in case of real departmental needs.

#### QUALIFICATIONS:

##### Education & Training

Graduate of an Accredited School of Nursing with current licensure with North Dakota Board of Nursing. ACLS and TNCC helpful but not required. Previous experience preferred.

## PHYSICAL REQUIREMENTS:

### Physical and Mental Effort

Position requires lifting, bending, sitting to chart, and standing. Lifting of 50 to 100 lbs. or more required. Can be a physically demanding job.

Mental efforts include:

1. Critical thinking.
2. Ability to make decisions in crisis situations.
3. Transcribes and implements physician orders.
4. Provides education to patient and family members.
5. Provides emotional support to patient and family members.
6. Plans and implements patient Plan of Care.
7. Passing medications, mixing IV's, doing treatments, and assessing patients.

### Working Environment and Hazards

Work environment includes all patient care areas, including nurse's station, patient rooms, ER, OR, and ancillary area.

Hazards include:

1. equipment;
2. electric hazards;
3. needles and other sharps;
4. exposure to chemicals;
5. exposure to body fluids;
6. disruptive patients and/or family members.

Revised: July 2012

Reviewed: December 2005

Reviewed: December 2002

Reviewed: December 2001

May, 2000

July 2015