JOB TITLE: Registered Nurse- Level I FLSA STATUS: Hourly- Union

DEPARTMENT: Nursing Services DATE: February, 2021

REPORTS TO: Nursing Supervisor APPROVED BY: Chief Nursing Officer

JOB SUMMARY:

A Level I Registered Nurse is a graduate from accredited nursing program possessing baseline knowledge and skills in acute care nursing. The Level I nurse may require supervision by a RN preceptor to assure safe patient care. The Level I nurse’s role includes but is not limited to: the assessment, planning, implementation and evaluation of the patients’ status, plan of care and goal achievement.

Employees will work collaboratively to meet the strategic goals of the hospital. The employee will commit to patient experience excellence, the sum of all interactions, shaped by Wallowa Memorial Hospital’s culture, that influence patient perceptions across the continuum of care, in all interactions and at all touch points.

MISSION, VISION and VALUES adherence:

The successful candidate(s) must share and demonstrate through job performance (and will be evaluated on) the ability, willingness and successful application of support for the Mission, Vision and Values of the District:

Mission: To provide premier Health Care

Vision: To be a recognized leader in mission focus, quality care, and fiscal strength

Values: Compassion, Respect, Integrity, Quality, Stewardship, and Family

ESSENTIAL DUTIES and RESPONSIBILITIES: includes the following and other duties may be assigned. Nothing in this job description should be inferred to condone an employee acting out of their scope of license. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

The Level I RN is responsible for the direct and indirect total nursing care of the patients assigned during a given period of time. The RN I is responsible for the direction and supervision of personnel assigned to their patients. The Level I RN recognizes the responsibility to obtain preceptor or supervisory direction in all areas of care which requires direct or indirect supervision.

* Dedication to providing premier patient care and services of the highest quality evidenced by: continuously evaluates patient care, notifying Nursing Administration of positive and negative feedback from physicians, patient, family, and self.
* Arrives for work, staff meetings or other scheduled events according to dress code, on time and fully prepared for participation.
* Demonstrates respectful attitudes towards all members of the Wallowa County Healthcare District.
* Recognizes job relationships/chain of command and is willing to function effectively within organizational structure as evidence by: reports to the Nursing Supervisor, Nursing Manager, and Nursing Administration as needed and performs duties as assigned. Follows the chain of command.
* Recognizes legal responsibilities and functions within the scope of practice as specified by law.
* Work toward the goals of the Nursing Services Department, the Hospital, and the Healthcare District.
* Regularly checks email for department and facility communications.
* Uses proper body mechanics and lifting techniques to prevent injuries of self and staff.
* Understands the fire safety protocol and responds appropriately to all fire drills.
* Ability to act quickly and make professional decisions in urgent and emergent situations.
* Ability to perform safely and effectively in a quickly changing environment.
* Ability to perform multiple tasks and work in collaboration with other members of the healthcare team.
* Versatile, flexible, willing to help out anywhere; eager and willing to learn new skills; accountable for assigned responsibilities.
* Utilizes critical thinking process to triage, prioritize and organize.
* Actively participates in skills/education requirements.
* Possesses personal qualities such as kindness, empathy, understanding, respect, integrity, loyalty, good judgment, a sense of humor, and ability to relate effectively to staff, patients, and their families.
* Provides and supervises daily care and preparation for treatments and procedures.
* Maintains standard precaution practices at all times and use of personal protective equipment (PPE) as indicated by standard precautions.
* Adherence to infection control practices to prevent hospital acquired infections.
* Awareness of hazardous products in your department and appropriate handling as outlined in the SDS.
* Insures safety of self and other facility staff members as evidenced by: proper disposal of bio-hazardous waste, and handling of bio-hazardous specimens.
* Completes RiskWeb incident process when variance in care or protocol.
* Participates in patient’s educational process from the time of admission evidenced by: explanation of the patient’s condition and treatments as indicated, provision of written materials as available with documentation in the patient chart the information provided and the patients’ understanding.
* Demonstrates knowledge of admission process, evidenced by: room selection, set up, and interventions specific to the patient.
* Excellent communication to ensure all individuals involved in the patient care needs.
* Practice and maintain the rights of medication administration.
* Participates in weekend staffing and on call schedule of nursing staff as needed.
* Attends 75% of Nursing Meetings held monthly.
* Promotes professional growth of peers and subordinates by sharing knowledge and/or directing them to sources of information appropriate to the situation.
* Continuously updates knowledge of nursing theory and procedures and integrates into nursing practice.
* Participates in non – nursing functions as necessary, ensuring signing of admission paper work, answering phones, respiratory therapy, pharmacy, laboratory, and scheduling for patient procedures.
* Participates in the yearly evaluation processes reviewing last year’s individual goals, and setting new goals for the coming year, at the minimum, 1 professional goal and 1 personal goal.
* Assumes responsibility for insuring professional growth, as evidenced by documentation in personnel file.
* May serve on hospital and department committees as needed and participates in committee evaluation processes as needed.

**The staff nurse makes an initial assessment and determines the total nursing needs of the patients assigned to their care, as evidenced by:**

* provides all care in relation to the hospital’s policies, procedures, and protocols
* completion of the nursing admission assessment and primary physical assessment
* review and noting of all physicians orders
* review of laboratory results, diagnostic imaging results, and EKG as needed
* admission nurses note, and maintain detailed and accurate documentation in the EMR of nursing actions
* nursing care plan(s) implementation, review and revise at minimum once per shift, and as needed
* nursing care plans for safety of patient initiated as needed evidenced by: assessment of fall, skin, and aspiration risks
* maintaining up to date intake and output
* surgical patients: surgical checklist is completed
* notifying physician of any pertinent physical and/or emotional findings
* maintains constant vigilance over patients, insuring necessary safety precautions are taken
* reassess per standards of care evidenced by: monitoring the patient’s progress and identifying any changes in status, acting on those changes to insure patient comfort and safety with documentation of actions in the nurse’s notes
* responsible for meeting patient’s physical and emotional needs and carrying out physician’s orders, evidenced by: implementation of physician’s orders in a safe, accurate, and timely manner
* assess psycho-social needs and utilizes available resources
* aid in the reduction of anxiety through calmness of own manner and by explaining all procedures
* provides a complete and thorough report on patient’s status at the end of the shift in reference to the plan of care
* address all care plan problems at discharge and marks as resolved or discontinued
* review home care instructions with patient and/or responsible party at discharge, and give a copy of the after visit summary
* treating patient and their family with respect, dignity, and function as a liaison for the patient between the physician and other health care providers
* demonstrates knowledge of correct use of equipment and location of supplies within the unit
* documents nursing activities in a timely manner and in a way that supports the charges incurred by the patient and ensures that charges to the patient are accurate and reflective of the care the patient received
* recognizes the potential for violence in the emergent situation and institutes appropriate actions evidenced by: Implementation of safety procedures for each patient in accordance with the patients specific needs

**Maintain required skills/in-services: Yearly Certification and/or Competency unless otherwise stated;**

* Annual Compliance Training
* Accucheck
* CADD Pump care of
* Chest tube set up and care of
* Central Line care and dressing changes
* Code practices – one per quarter
* Code Stroke Review
* Medication – Critical Care Drips Review
* EKG Strip Identification
* Respiratory Therapy Devices
* Lift Equipment Review
* Neonatal Emergencies
* OB Emergencies
* Pediatric Emergencies
* RSI Policy & Procedure Review
* STEMI Protocol Review
* Wound Care Review

EDUCATION and EXPERIENCE:

* Graduate from an accredited school of nursing,
* Current Oregon RN License,
* Current BLS certification,
* Performs all duties per the Oregon Nurse Practice Act,
* Attend or complete required annual education programs,
* Strong computer skills required.
* Good assessment skills required.
* Strong communication skills required.

CORE COMPETENCIES:

* Compassion – Welcomes, mentors and receives new team members. Shows concern for the welfare of others.
* Respect – Manages conflict with respect and dignity for others. Attempts to address issues before escalating.
* Integrity – Owns professional development and seeks self-development. Uses good judgment in resolving job problems. Generates and evaluates alternative solutions and makes effective and timely decisions.
* Quality - Pays close attention to detail. Strives to achieve excellence in all things.
* Stewardship – Careful and responsible management of WCHCD resources. Finds productive work to keep busy during slack periods.
* Family – Creates and participates in a team environment. Applies effective interpersonal and problem-solving skills when responding to coworkers, patients and visitors.

POSITION SPECIFIC COMPETENCIES:

* Customer and Personal Service — Knowledge of principles and processes for providing customer and personal services. This includes customer needs assessment, meeting quality standards for services, and evaluation of customer satisfaction.
* Active Listening — Giving full attention to what other people are saying, taking time to understand the points being made, asking questions as appropriate, and not interrupting at inappropriate times.
* Critical Thinking — Using logic and reasoning to identify the strengths and weaknesses of alternative solutions, conclusions or approaches to problems.
* Judgment and Decision Making — Considering the relative costs and benefits of potential actions to choose the most appropriate one.
* Monitoring — Monitoring/Assessing performance of yourself, other individuals, or organizations to make improvements or take corrective action.
* Complex Problem Solving — Identifying complex problems and reviewing related information to develop and evaluate options and implement solutions.
* Time Management — Managing one's own time and the time of others

WORK ENVIRONMENT:

This job operates in a healthcare setting.  This role requires regular walking to various locations around the hospital. This role also routinely comes into contact with patients who may have contagious illnesses.

While performing the duties of this job, the employee is regularly required to talk and hear. This position is very active and requires standing, walking, bending, kneeling, and stooping all day. The employee must frequently lift and/or move items over 20 pounds.

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is occasionally exposed to moving mechanical parts, fumes or airborne particles, toxic or caustic chemicals, risk of electrical shock, and risk of radiation. The noise level in the work environment is usually moderate.

Position Type and Expected Hours of WorkThis is a full time position in a healthcare facility which is open 24 hours a day, 365 days a year.  Rotating shifts as well as holiday and work during inclement weather will be required.

WCHCD Code of Conduct and Confidentiality Statement:

As an employee of Wallowa County Health Care District (WCHCD) you must agree to abide by the following code of Conduct/Confidentiality Statement.

I understand and agree that in the performance of my duties I must hold medical information in confidence. I understand that any violation of the confidentiality of medical information may result in punitive action. I will at all times protect the safety of our patient/residents understanding that they are our “customers” and the reason for our employment. I will avoid any and all personal conflicts of interest as it relates to my position at this facility. I agree to abide by the dress code for WCHCD. I will not use any of the assets of WCHCD for personal use. I will abide to all rules and regulations of the State of Oregon and the United States in relation to the operation of a medical facility. I will treat my co-workers at all times in a professional & courteous manner. I will strive to always work as a team player with my co-workers. I agree to report any perceived medical/facility operation noncompliance issues immediately to the CEO.

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I have read and understand the above job description.

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Employee Signature Date: