



# Wallowa County Health Care District

**JOB TITLE: Surgical Services Registered Nurse**

**FLSA STATUS: Non-Exempt - Union**

**DEPARTMENT: Surgical Services**

**DATE: August, 2023**

**REPORTS TO: Surgical Services Director**

**APPROVED BY: Chief Nursing Officer**

## **JOB SUMMARY:**

Provides direct patient care to neonate through geriatric patient populations. Addresses the psychosocial, physical and general aspects of care related to the surgical, endoscopy, pre-operative and PACU environment.

Communicates with surgeon and anesthetist continuously and as needed regarding patient condition. Assists with the maintenance of surgical services equipment and inventory. Participates in performance improvement activities. Assesses operating room, pre-operative, PACU and endoscopy room for equipment functioning and readiness, obtains supplies for individual cases and ensures all appropriate needs of surgical operating team are met. Monitors, positions and assists patient during procedure. The RN will prepare and educate patients for the surgical experience, provide intensive care to patients as they awaken from anesthesia, monitor and support safe transition from anesthetized state to responsiveness and prepares patients for discharge from PACU unit. The RN will coordinate pre-op visits with patients, assist with surgery scheduling, admit patients for surgical procedures, may administer moderate sedation to patients for minor procedures and may assist with surgical procedures in the first assist or scrub role. Communicates the mission, ethics and goals of the hospital, as well as the focus statement of the department.

## **MISSION, VISION & VALUES:**

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 & 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.

- Ability to act quickly, make professional decisions and perform safely and effectively in urgent and emergent situations.
- Establishes and maintains effective communication and good working relationships with coworkers for the patient's benefit.
- Performs all aspects of patient care in an environment that optimizes patient safety and reduces the likelihood of medical/health care errors.
- May function as a circulating RN, Scrub RN, Pre-op RN, PACU RN or Sedation RN
- Utilizes initiative; strives to maintain steady level of productivity; self-motivated. Organizes and manages activities reflecting due consideration for the needs of the department and staff.
- Demonstrates knowledge of the principles of growth and development over the life span and the skills necessary to provide age appropriate care to the patient population served. Able to interpret data about the patient's status in order to identify each patient's age specific needs and provide care needed by the patient group.
- Treats patients and their families with respect and dignity. Identifies and addresses psychosocial, cultural, ethnic and religious/spiritual needs of patients and their families.
- Maintains regulatory agency requirements, hospital and nursing policies, procedures and standards.
- Assessment and reassessment of the patient is clearly and concisely communicated in charting. Documentation meets current standards, policies and procedures and is completed within shift.
- Demonstrates thorough knowledge of location, care and operation of all surgical equipment.

*WCHCD- Surgical Services Registered Nurse- Last Review:08/01/2023*



# Wallowa County Health Care District

- Actively participates in scheduling cases for department.
- Prepares patients for surgery by providing pre-operative and post-operative instruction and education.
- Checks accuracy of admissions paperwork and ensures chart is complete by scheduled surgery day.
- Takes appropriate actions and documents in response to manifested anxiety or distress. Requests Social Service/Pastoral Care, as appropriate.
- Protects patient's sensitivities and right to privacy.
- Identifies physical symptoms and changes and takes appropriate actions in a timely manner.
- Ability to adequately assess and reassess pain. Utilizes appropriate pain management techniques. Educates the patient and family regarding pain management.
- Follows the six medication rights and reduces the potential for medication errors.
- Completes treatments as ordered or within on (1) hour, if appropriate.
- Observes behavioral and physiologic changes due to medications, takes appropriate actions and documents.
- Adjusts expectations of patient behavior and acts according to the effect medication has on patient. Appropriately responds to the patient in an emergency or physically distressful situation.
- Ensures Pre-op Checklist is complete (H&P present, informed consent signed, test results present, etc.) before patient is taken into surgical suite.
- Is consistently ready and prepared for assigned cases and has patient in the surgical suite at appropriate times.
- Positions patients safely; pads and protects bony prominences.
- Carries out medical and surgical asepsis during all procedures.
- Demonstrates knowledge of anesthetic drugs, actions and side effects.
- Observes behavioral and physiological changes due to medications, takes appropriate actions and documents.
- Demonstrates ability to adequately assess and reassess pain. Utilizes appropriate pain management techniques. Educates the patient and family regarding pain management.
- Accurately records, handles and labels specimens; demonstrates care of specimens.
- Effectively communicates with the physician in accounting for all sponges, needles and instruments during and after the procedure and documents in the appropriate area.
- Communicates Lab/Imaging Services reports to the surgeon during the procedure.
- Gives thorough report of patient's intraoperative condition to PACU nurse.
- Reports changes of any type to surgery staff and reports changes to departments affected by the changes.
- Demonstrates ability to make independent and intelligent nursing decisions in the care of the PACU patients.
- Communicates effectively and thoroughly the patient's condition upon transfer from PACU to the receiving patient care unit Registered Nurse.
- Demonstrates competence in preparing and cleaning of OR suites before and between cases and after terminal case, based on patient's infection class.
- Demonstrates thorough knowledge of instrument processing, sterilization and biological monitoring. Actively participates in instrument processing, as schedule allows.
- Completes specially assigned duties consistently and as schedule allows.
- Assists Surgical Services Director with the following:
  - Develops, revises and implements Surgical Services Department policies and procedures.
  - Provides orientation for new staff members.
  - Plans, controls, directs, and coordinates administrative duties to ensure the functioning of the department and staff
  - Provides and facilitates in-services.
  - Supervision of scrub tech and central supply/sterile processing technician.
  - Verifies availability of all supplies required for correct operation of the department. Obtains supplies for PAR levels.
  - staff available for all procedures.
  - Assigns personnel; delegates specific duties and tasks.
  - Supervises cleanliness of equipment and supplies to ensure good working conditions.
  - Utilizes initiative; strives to maintain steady level of productivity; self-motivated; manages activity and



# Wallowa County Health Care District

time; does not waste time.

## **PROFESSIONAL REQUIREMENTS:**

- Adheres to dress code, appearance is neat and clean.
- Completes annual education requirements.
- Maintains regulatory requirements.
- Maintains patient confidentiality at all times.
- Reports to work on time and as scheduled, completes work within designated time.
- Wears identification while on duty.
- Completes in-services and returns in a timely fashion.

## **QUALIFICATIONS & EXPERIENCE:**

- Oregon Registered Nurse Licensure
- Current CPR, ACLS
- PALS Preferred
- Completion of Peri-Op 101 preferred
- Basic computer knowledge

## **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:**

- 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.

## **WORK ENVIRONMENT:**

The work environment characteristics described here are representative of those that 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. The noise level in the work environment is usually moderate.

## **WCHCD CODE of CONDUCT & 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.



# Wallowa County Health Care District

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 through the compliance reporting process.

---

I have read and understand the above job description.

---

**Employee Signature**

**Date**

EFFECTIVE DATE 01/12/2024