

ON-CALL REGISTERED NURSE (RN)

ALL REQUIRED DOCUMENTATION MUST BE SUBMITTED BY THE CLOSING DATE OR THE APPLICANT WILL NOT BE CONSIDERED FOR EMPLOYMENT

- Completed Keweenaw Bay Indian Community application
- Current Resume'
- Copy of current Michigan RN Licensure
- Personal Statement/Cover Letter
- Minimum of three (3) Letters of Recommendation
- If you are American Indian, you must attach a copy of tribal enrollment or proof of descendency
- If you are a Veteran, you must attach a copy of your DD214

Keweenaw Bay Indian Community
Pauline Spruce, Personnel Director
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Distribution Date:

Closing Date: Open Continuous

POSITION ANNOUNCEMENT

POSITION: **Registered Nurse (RN)**
Temporary, On-Call, Emergency Fill-In status only

LOCATION: Keweenaw Bay Indian Community Medical Clinic
Donald A. LaPointe Health & Education Facility
102 Superior Avenue
Baraga, MI 49908

SUPERVISORY CONTROL: Medical Clinic Supervisor

SALARY: Grade 9 (starting wage \$13.39 to \$16.40/hour)

QUALIFICATIONS:

- Current State of Michigan Registered Nurse licensure.
- General knowledge of Indian cultures or experience working with Native American people.
- Computer skills preferred.
- Employment is contingent upon the satisfactory result of a Security Background Check, pre-employment drug screening, and a pre-employment physical.

MANDATORY ANNUAL REQUIREMENTS:

- CPR Training
- Universal Precautions
- TB Skin Test

INDIAN PREFERENCE: Preference will be given to qualified individuals of American Indian descent.

VETERAN PREFERENCE: Preference will also be given to Veterans (need DD214).

DUTIES AND RESPONSIBILITIES:

- Ability to work effectively with others for timely job completion.
- The Registered Nurse (RN) administers professional nursing services in caring for injured or ill patients. The RN provides nursing services following guidelines established in the Nurse Practice Act under the provisions of Act No. 149 of the Public Acts of 1967. "Practice of professional nursing means the performance for compensation:

1. Of any act requiring substantial specialized judgment and skill founded on formal education which provides knowledge and application of the principles on nursing;
 - a. based on biological, physical and social services.
 - b. in care, counsel, treatment or observation of the ill, injured or infirm.
 - c. or for the maintenance of health or the prevention of illness of others.
 2. Of the supervision, directing or teaching of less skilled personnel in the carrying out of delegated activities.
- The RN documents care given to patients and observed from that care. The RN abides by the American Nurses Association (ANA) code of ethics.
 - The RN delegates activities appropriately to ancillary nursing personnel.
 - The RN is responsible for the assessment, plan of care, implementation/intervention concerning the patient.

RESPONSIBILITY TO PATIENTS

Nursing Process

- Assess patients. Uses clinical knowledge and implementation of the nursing process through documentation of patient assessment plan of action, implementation of nursing plan and evaluation of patient response to plan.
- Perform vital signs.
- Complete patient assessment/observe, monitor and report patients signs and symptoms.
- Prepare patients for examinations and procedures.
- Operate and maintain medical equipment.
- Perform blood sugar, urine and hamatocrit testing.
- Collect routine lab specimens for processing.
- Control patient flow, maintain control of office atmosphere.
- Recall patients for follow up care.
- Perform chart reviews.
- Collect and compile medical data.
- Will identify patient problems and devise a nursing care plan to meet the needs of the patient.
- Will demonstrate ability to prioritize nursing care based on the nursing care plan and patient acuity level.
- Will delegate shared aspects of care with select members of the department team care for patient.
- Will demonstrate ability to coordinate the activities of team members.
- Will evaluate and document patient response to plan of care.
- Will coordinate non-nursing disciplines to implement individualized plan of care.
- Will notify the family physician concerning patient status changes and implement of new policies and procedures.
- Will incorporate a discharge plan and instructions for outpatients.
- Will assist in development and implementation of new policies and procedures.
- Teaching family and patient individual needs.
- Cross-train with other positions in department.
- Check supplies, restocks and sets up department.
- Resterilizes and wraps items.
- Departmental storage cleaning and stocking weekly and as needed.
- Responsible for documentation in daily logs.
- Responsible for submitting daily charge codes.
- maintains a patient advocacy assuring the compliance with patient rights.
- Reviews physician orders and insures appropriate integration with the patient plan of care.

Teaching

- Communications rationale for physician and nursing interventions to the patient and/or family.
- Aware of importance of communication to other staff members.
- Maintains a safe environment for patient.
- Assists with staff orientation program.

RESPONSIBILITY TO DEPARTMENT PERSONNEL

- Is professional at all times.
- Discusses work related problems and offers suggestions for change.
- Maintains department confidentiality with other staff to promote a cooperate working atmosphere.
- The RN will participate in staff education either by teaching and/or the learner role.
 1. Will assist other members of the nursing care team to identify learning need.
 2. Will communicate rationale for nursing intervention.
 3. Will assist in delegated orientation functions performed by nursing staff members.
- The RN will provide a positive professional role model for all members of the health care team.
- The RN will promote professional working relationships with members of the health care team.

RESPONSIBILITY TO SUPERVISOR

- Keeps supervisor informed of problems and interdepartmental activities that have come up.
- Shares communication from physicians and staff as appropriate.
- Implements schedules according to department requirements.
- Will assist with assigning aspects to department if needed.

RESPONSIBILITY TO OTHER DEPARTMENTS

- Keep open communication with other departments, nursing, and non-nursing for coordinating patient care.

RESPONSIBILITY TO MEDICAL STAFF

- The RN will demonstrate, by successful completion, ability to effectively implement physician orders affecting patients plan of care.
- The RN will notify they physician of change in patient status and document the same.
- The RN will maintain an active patient advocacy program designed to integrate medical and nursing care plans for optimal intervention of individual patient needs.

This position announcement summary is intended to indicate the kinds of tasks which will be required of this position and shall not be construed as declaring what the specific duties and responsibilities of the position will be. It is not intended to limit or modify the right of the supervisor to assign, direct and control the work of this position, nor to exclude other similar duties not mentioned. The use of a particular expression or illustration describing duties shall not be held to exclude other duties not mentioned that are of similar kind or level difficulty.

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