

FAITH COMMUNITY HEALTH SYSTEM

Jacksboro, Texas

Staff Nurse (LVN, RN)

JOB DESCRIPTION

June 2021

REPORTS TO: Unit Manager

SUPERVISES: None

FLSA CLASSIFICATION: Non-exempt

SUMMARY

Assists the nursing staff in providing maximum patient care, assessment, planning, implementation, and evaluation of each assigned patient. Gives direct and indirect patient care as assigned.

ESSENTIAL FUNCTIONS

- Identifies patient care requirements by establishing personal rapport with potential and actual patients and other persons in a position to understand care requirements.
- Promotes patient's independence by establishing patient care goals; teaching patient, friends, and family to understand condition, medications, and self-care skills; answering questions.
- Resolves patient problems and needs by utilizing multidisciplinary team strategies.
- Protects patients and employees by adhering to infection-control policies and protocols, medication administration and storage procedures, and controlled substance regulations.
- Documents patient care services by charting in patient and department records.
- Maintains continuity among nursing teams by documenting and communicating actions, irregularities, and continuing needs.
- Maintains nursing supplies inventory by checking stock to determine inventory level; anticipating needed supplies; placing orders for supplies; using equipment and supplies as needed to accomplish job results.
- Enters admission/discharge orders.
- Duties, responsibilities and activities may change, or new ones may be assigned at any time with or without notice.

PROFESSIONAL REQUIREMENTS

- Adhere to dress code, appearance is neat and clean.
- Complete annual education requirements.
- Maintain patient confidentiality at all times.
- Report to work on time and as scheduled.
- Wear identification while on duty.
- Maintain regulatory requirements, including all state, federal and local regulations.
- Represent the organization in a positive and professional manner at all times.
- Comply with all organizational policies and standards regarding ethical business practices.
- Communicate the mission, ethics and goals of the organization.

- Participate in performance improvement and continuous quality improvement activities.
- Attend regular staff meetings and in-services.

KNOWLEDGE, SKILLS and ABILITIES

- Excellent written, verbal and listening communication abilities.
- Willingness to establish effective working relationships with internal and external customers.
- Ability to manage conflict, stress and multiple simultaneous work demands in an effective, professional manner.
- Ability to work independently, while collaborating with other team members.
- Ability and willingness to self-motivate, prioritize, and be willing to change processes to improve effectiveness and efficiencies. Adapts to changing patient or organizational priorities.
- Ability to make independent decisions in accordance with established policies and procedures. Decisions and problem solving require a combination of analysis, evaluation, and interpretive thinking.
- Computer literacy, including but not limited to, data entry, retrieval, and report generation.
- Must not have any restrictions for physical work for which reasonable accommodation cannot be made.

QUALIFICATIONS

- Registered Nurse currently licensed by the State of Texas or Vocational Nurse currently licensed by the State of Texas.
- BCLS certification, or obtain as soon as possible within three months of date of hire
- ACLS, TNCC, ENPC/PALS or obtain within 18 months of date of hire
- Preferred IV Therapy course for LVN's
- Preferred one year of hospital experience.

PHYSICAL REQUIREMENTS

- Full range of body motion including handling and lifting patients.
- Manual and finger dexterity.
- Hand and eye coordination.
- Sitting for extended periods of time.
- Standing, walking and reaching.
- Lifting and carrying items weighing up to 50 pounds.
- Corrected vision and hearing to within normal range.

Employee

Date

Supervisor

Date

The above statements are intended to describe the general nature and level of work being performed. They are not intended to be construed as an exhaustive list of all responsibilities.