



CLASS SPECIFICATION

Class Code: 0602
Date Est: 06/1974
Last Rev: 10/2019
Last Title Chg: 10/1987
FLSA: exempt
Probation: 12 months

REGISTERED NURSE

DEFINITION

Under general supervision, provides professional nursing services for individuals and families; provides testing, client education and treatment follow-up; and performs related work as required.

EXPERIENCE AND TRAINING REQUIREMENTS

Licensure as a Registered Nurse.

LICENSE OR CERTIFICATE

A valid license to practice as a Registered Professional Nurse in the State of Nevada is required at the time of appointment.

A valid driver's license is required at the time of appointment.

A current CPR Certification is required at the time of appointment.

SUPERVISION EXERCISED

Exercises no supervision.

EXAMPLES OF DUTIES *(The following is used as a partial description and is not restrictive as to duties required.)*

Perform skilled nursing, making individual assessments to detect illness or developmental abnormalities; establish and carry out treatment plans; provide nursing advice and instructions to patients; monitor progress, evaluating patient's response to treatment and medications to promote and maintain the health and well being of the client population.

Interview patients during initial intake, obtaining and record health history to develop clinical nursing care plans, using standard procedures.

Perform routine and complex diagnostic procedures and assessments, reviewing laboratory results and reporting abnormal results to physician; administer immunizations and medications to patients, as prescribed by physicians; provide test results to clients; follow-up on necessary client treatment or referrals.

Participate in the prevention and control of communicable disease through testing, diagnosis and treatment, following written protocols; explain physician's instructions and recommendations to patients and patient families, providing reasons for isolation of communicable disease; coordinate clinic services with communicable disease control programs.

Assist families and individuals to secure appropriate continuing medical care through referral and coordination of services with other health and social agencies; provide referrals to appropriate community resources.

Maintain program records and case files by setting up new medical charts; chart and graph the results of treatment and services and write progress notes for client case files; review client health/medical records, case

documentation, reports and nursing care plans to ensure compliance with mandated protocols; compile data and prepare reports as requested.

Provide training to licensed nursing staff in medical procedures and protocols used in the area of assignments; conduct health education for individuals and groups to promote improved health and well-being.

JOB RELATED AND ESSENTIAL QUALIFICATIONS

Full Performance *(These may be acquired on the job and are needed to perform the work assigned.)*

Knowledge of:

Departmental/division policies and procedures.

State and local communicable disease reporting laws and forms.

Local community resources and networks available to assist patients with various health and related problems.

Management information systems and software used in the assigned area.

Terms and acronyms commonly used in the assigned function.

Sociological and cultural problems involved in public health nursing.

Ability to:

Provide comprehensive nursing services with minimal guidance and supervision.

Train nursing staff and others in procedures and protocols of assigned program area(s).

Initiate client treatment plans.

Educate and work with patients and their families in the various public health programs.

Present public health education programs.

Entry Level *(Applicants will be screened for possession of these through written, oral, performance or other evaluation methods.)*

Knowledge of:

Principles and practices of nursing as applied to health services and preventative medicine.

Universal precautions and infection control practices, including causes, means and methods of transmission and control of communicable/infectious disease.

Modern medical terminology.

Patient assessment techniques, diagnostic procedures and the development of treatment plans.

Pharmacology, dose calculations and medication administration.

Theories of human development, including geriatric health, the aging process, maternal and infant care.

Ability to:

Provide responsible nursing care in an assigned program/area.

Obtain patient background, medical history and health status through the interview process.

Interpret and apply protocols, regulations, policies and procedures.

Complete patient progress notes, narrative reports, forms charts and medical records maintained in the area of assignment.

Orally communicate in a clear, concise manner, tailoring the message to the intended audience.

Maintain confidential medical and personal patient information.

Operate a personal computer.

Interact effectively and sensitively with, and counsel patients from, a variety of age groups, socioeconomic and cultural backgrounds.

Establish and maintain effective and collaborate working relationships with those encountered in the course of work.

SPECIAL REQUIREMENTS *(Essential duties require the following physical skills and work environment.)*

Work is performed in a standard office environment and various offsite home and clinic locations. Ability to lift and move objects weighing up to 25 lbs. Ability to read and write in English in relation to reading and administering medications and maintaining medical records and files. Ability to use standard office equipment including computers, copiers, telephones, and fax machines. Ability to use laboratory and health related equipment, including protective devices such as masks or gloves. Ability to tolerate exposure to communicable diseases.

This class specification is used for classification, recruitment and examination purposes. It is not to be considered a substitute for work performance standards.