



## CLASS SPECIFICATION

Class Code: 16950  
Date Est: 12/2010  
Last Rev: 01/2019  
Last Title Chg:  
FSLA: non-exempt  
Probation: 12 Months

### REGISTERED NURSE - JUVENILE SERVICES

#### **DEFINITION**

Under general supervision of an Advanced Practice Registered Nurse, provides routine nursing care in a detention facility; and performs related work as required.

#### **EXPERIENCE AND TRAINING REQUIREMENTS**

Licensure as a Registered Nurse, or eligibility for 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.)*

Provide medication management to include counting medication daily, administering medications, securing refills, accepting medications from outside sources, and tracking medications using the computer.

Observe and record health data related to acute need; triage medical needs of clients and refer appropriately; provide emergency first aid as required; report observations/concerns to appropriate professional staff.

Perform selected nursing procedures as directed, including intake screening, completing health histories, administering immunizations (including tuberculin skin tests) when ordered by APN, and providing wound care.

Provide both group and individual education on a variety of subjects including, but not limited to prenatal care, STD/HIV test counseling, dental care, tuberculosis and immunizations.

Perform a variety of office support duties, including maintaining current client list, obtaining immunization and Medicaid status, cleaning the office, maintaining dispensers and supplies, reviewing client records for accuracy and completing required paperwork and reports.

Collect lab samples including sputum, urine and blood; prepare lab specimens for laboratory; perform lab quality control and proficiency testing.

Assist the Advanced Practice Registered Nurse with procedures as needed.

## **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/divisional policies and procedures.

Principles and practices of nursing as applied to health services in a detention setting.

State and local communicable disease reporting laws and forms

Medical equipment and supplies used in area of assignment.

Infection control procedures.

Local community services and agencies that provide a variety of public assistance programs.

Management information systems and ability to use software programs used in the assigned area.

Standards for Health Services in Juvenile Detention and Confinement Facilities.

Sociological and cultural problems involved with adolescent health care in the correctional setting.

Theories of human development, including adolescent and maternal health.

### **Ability to:**

Identify medical risks and consult with other medical professionals regarding findings and when needed, refer appropriately.

Perform health procedures including vision and hearing tests, vital signs, blood draws, injections and podiatry care.

Operate medical equipment such as Hemoglobinometer machine, urinalysis machine and blood pressure cuff, as well as general office equipment.

Interact effectively with and interview people from diverse socioeconomic and cultural backgrounds regarding health related issues.

Develop and present educational programs appropriate to the intended audience.

Recognize general needs and concerns of patients and provide appropriate care with problem solving to include access of all available resources such as personal care provider, pharmacy, parent and internet.

Initiate and oversee various client programs as determined by client/facility need in conjunction with appropriate supervisory staff.

**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.

Patient assessment techniques, diagnostic procedures, and development of treatment plans including first aid care and wound treatment.

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

Pharmacology, dose calculations, medication administration and surveillance for inappropriate dosing.

Modern medical terminology.

Operation and maintenance of medical equipment, office equipment and supplies.

Standard Microsoft Suite software programs.

**Ability to:**

Accurately perform patient assessment including diagnostic procedures, and develop appropriate nursing care plan (including first aid and wound care) based on protocols or practitioner orders, and seek outside assistance appropriately.

Operate and maintain a variety of nursing equipment.

Obtain and accurately maintain sensitive patient records and charts related to background, medical history and health status, exercising confidentiality at all times.

Understand and follow detailed written and oral instructions of a technical nature.

Interpret significant and critical changes in patient's conditions.

Interpret and apply protocols, regulations, policies and procedures.

Complete miscellaneous forms, patient progress notes using the SOAP format, and maintain charts and medical records.

Operate a personal computer and effectively navigate the internet.

Communicate clearly and concisely both orally and in writing, tailoring the message to the intended audience.

Manage assigned work load in an efficient manner, with minimal direct supervision.

Plan and organize work to meet schedules and timelines in a high-volume clinic environment.

Establish and maintain effective working relationships with those contacted in the course of work. Interact effectively and sensitively with and counsel patients from a variety of socioeconomic and cultural backgrounds.

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

Must complete and submit a personal history statement and pass background investigation and a drug test. Background investigations will be conducted through the State of Nevada, the Federal Bureau of Investigation (FBI), NCIC/CJIS, and the Division of Child and Family Services; must submit to a TB test at own expense upon offer of employment.

Ability to work in a standard office environment and/or clinical setting. 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, blood products, and chemicals. Ability to work with exposure to difficult or abusive clients.

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