



Cow Creek Government Office

Position Description

Position Title: Registered Nurse (RN)

Department: CCH&WC

Reports To: Clinic Director

FLSA Designation: Non-Exempt

Date Written/Revised: 05/29/12, 6/13/2018

Pay Grade: 11

POSITION PURPOSE:

The Registered Nurse is responsible for providing nursing care and advice on health care needs with full consideration of mental, emotional, cultural, social and physical factors.

ESSENTIAL FUNCTIONS:

- Obtain preliminary health history and physical assessment of patients. Make appropriate referrals to other team members or provide necessary service.
- Screen and assess patients who are not physically present following telephone triage protocols. Determine the need to be seen and/or the urgency of the condition.
- Function under the established routines and medical protocols of the clinic. Promote continuity of care by establishing follow-up care or referrals to other healthcare providers.
- Provide education to patients and families regarding the management of medications, treatments, home care or discharge instructions, etc.
- Assists the provider in performing diagnostic and therapeutic measures including disbursement of medications, casting, suturing, wound debridement, dressing changes, etc.
- Knowledge and skill in operation of specialized medical equipment, such as AED, resuscitators, EKG machine, monitors, pulmonary function, etc.
- Provides and/or assists in the provision of emergency care. Implement first aid in an emergency according to emergency preparedness policies.
- Knowledge of pharmaceuticals, their desired effects and complications of their use.
- Apply basic time management and patient care coordination skills to effectively provide nursing and health care services.
- Participate in quality improvement activities.
- Utilize Electronic Health Record (EHR) medical records system through RPMS patient management system, in a competent manner, and provide team support for efficient functionality.
- Comply with all established policies and procedures including HIPAA.

QUALIFICATIONS:

- Knowledge of professional nursing standards, theories, and abilities, procedures and techniques used in acute and chronic disease care and education and have the ability to implement these within a clinical setting.
- Candidate must have the ability to maintain strict confidentiality in accordance with HIPAA and Privacy Act regulations.
- Proven ability to read, understand and apply program rules and regulations for State, Federal and Tribal assistance programs.
- Have good typing skills and be familiar with basic office procedures.
- Must demonstrate proven effective interpersonal communication skills.
- Candidate must have at least one year of clinical nursing experience. Experience working with Tribes and/or Indian Health Service is preferred.
- Current and unencumbered Oregon State Licensure as a Registered Nurse (RN)

