

Registered Nurse	
Department: Clinical	
Reports to: Registered Nurse -Floor	
Job Duties:	<p>The Registered Nurse primary purpose is to assist the senior Clinical Department Supervisors with the Medically Fragile Program, ensuring individual's health, safety, and welfare.</p> <p>The Registered Nurse duties include:</p> <ul style="list-style-type: none"> • Responsible for assisting with nursing assessments and care plan for all individuals upon initial admission to Second Family, Inc. and an ongoing annual review and update. • Carry out RN Supervisor and /or physician orders accurately, entering information in RN book for order changes and ensuring all appointment/health visit forms are signed. • Review and participate in individuals IP and ISP. • Responsible for overseeing medication administration, meaning administer medication accurately, observing client response, as evidenced by documentation in the medical record and lack of negative outcomes. • Responsible for ensuring staff have proper training in CareMatics and CareSolva. • Understand inventory procedure and ensures adequate supplies are available. • Review and emergency equipment with all floor staff to include: LPNs, Agency Nurses , CNAs and CNAs/CMTs and DCS. • Review and training medical equipment with all floor staff to include: LPNs, Agency Nurses , CNAs and CNAs/CMTs and DCS. • Review emergency plan and if necessary, make suggested changes to QA. • Document pertinent observation and intervention on appropriate record. • Perform limited I.V. Therapy procedures on those clients receiving peripherally inserted Intravenous fluids. • Give punctual change of shift report consisting of pertinent and relevant information for assigned clients. • Effectively communicate clients changing needs and plan of care among staff members. • Meet regularly with the Director of Nursing and RN Supervisor and other administrative staff to ensure delivery of services to clients.

	<ul style="list-style-type: none"> • Report all medical concerns to the Pediatric Medical Specialist or President. • Follows all legal requirements in implementing duties according to policies and procedures • Any other duties as assigned. <p>This position requires the full understanding and active participation in fulfilling the mission of Second Family, Inc. It is expected that the employee demonstrate behavior consistent with the core values as well as follow all legal requirements in implementing duties according to policies and procedures. The employee shall support Second Family, Inc.'s strategic plan and the goals and direction of the performance improvement plan.</p>
Job Requirements	<p>EDUCATION and TRAINING</p> <ul style="list-style-type: none"> • RN certification through an associate degree is required; however, Bachelor of Science degree in nursing (BSN) preferred. • License through the State of Maryland, Board of Nursing required. • National Council Licensure Examination (NCLEX-RN) is preferred. • Must have demonstrated computer proficiency in Microsoft Office Software applications to include Word, Power Point, and Excel. • Must have approved CPR/First Aid certification. <p>EXPERIENCE:</p> <ul style="list-style-type: none"> • One-year experience in medical -fragile or surgical nursing and//or area of specialty preferred. • Must possess a working knowledge of COMAR regulations and OSHA guidelines <p>PHYSICAL DEMANDS/WORKING CONDITIONS:</p> <ul style="list-style-type: none"> • Intermittent physical activity including walking, standing, sitting, lifting and supporting clients. • Incumbent may be exposed to virus, disease and infection from patients and specimens in working environment. • Incumbent will be required to work at any facility owned by Second Family, Inc. and be responsible for own transportation. • Incumbent will be scheduled based on operational need. (standard-shift, rotating shift, standby, on-call) <p>KNOWLEDGE and ABILITIES</p> <ul style="list-style-type: none"> • Must be able to keep client records and other proprietary information confidential

	<ul style="list-style-type: none"> • Possess effective oral and written communication skills; • Maintain working knowledge of and adherence to all company policies and procedures, State Regulations, and HIPAA rules and regulations • Demonstrated strong organizational skills. • Participate as a team member in a rapidly changing behavioral health care setting.
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THE INTENT OF THIS POSITION DESCRIPTION IS TO PROVIDE A REPRESENTATIVE SUMMARY OF THE MAJOR DUTIES AND RESPONSIBILITIES PERFORMED BY INCUMBENTS OF THE POSITION. INCUMBENTS MAY BE REQUIRED TO PERFORM OTHER JOB-RELATED TASKS OTHER THAN THOSE SPECIFICALLY PRESENTED IN THIS DESCRIPTION.

Acknowledgment:

Signature: _____

Date: _____