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| **Community:** | Garden Spot Village |
| **Department:** | Household |
| **Reports to:** | Household-->RN Supervisor |
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| **Overview:** | The general Registered Nurse administers medications, and provides treatments to the residents. The RN will also provide support and supervision to the Certified Nurse Aides (CNAs). They will assess resident care needs, implement appropriate action and assist with other responsibilities as needed. |
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**Essential Functions**

* Complies with established policies and procedures and maintains established standards and practices including the Compliance Program/Code of Conduct.
* Follows Residents’ Rights policies at all times.
* Treats all information about residents, their conditions, and family as confidential.
* Follows established standards of nursing practices and implements facility policies and procedures.
* Communicates pertinent information during and between shifts to ensure continuity of resident care.
* Conducts resident rounds daily, immediately reporting problems to nursing supervisor and initiates corrective action.
* Identifies safety hazards and immediately initiates corrective action.
* Participates in facility education programs.
* Provides supervision to Certified Nursing Aides (CNAs) providing direct resident care. Counsels CNAs and/or recommends personnel action(s) to the RN Supervisor.
* Coaches the CNAs as assigned, adhering to the established schedule.
* Assumes responsibility for compliance with federal, state and local regulations within the assigned unit.
* Establishes a relationship with the residents and families, in order to obtain the daily preferences of the resident; informs the CNAs of these preferences in keeping with the philosophy of Person- Centered Care.
* Administers and documents direct resident care, medications and treatments per physicians' orders and accurately records all care provided.
* Assists with completion and analysis of incident and accident investigation reports to determine cause(s) and implement corrective action(s), when appropriate.
* Notifies the appropriate physician, when necessary, of changes in a resident’s condition, weight, medication errors, medication not available, abnormal laboratory/X-ray results and any other unusual observations.
* Completes residents’ MDS assessments and care plans with follow-up action as necessary in a timely manner, as needed.
* Participates in the development of resident interdisciplinary care plans and subsequent implementation.
* Assists with admissions, discharges, and transfers as needed.
* Assists nursing leadership as it relates to grievances, regulations, emergency situations.
* Assists with ensuring appropriate staffing levels for resident needs.
* Participates in interdisciplinary care plan team and Medicare meetings, as needed.
* Completes reports and assignments accurately and adheres to established time schedules.
* Establishes open lines of communication between all nursing personnel and consistently takes follow-up action as necessary.
* Provide input and/or oversight to the Restorative Nursing Program, as needed.
* Responds to a resident's call for assistance promptly.
* Counts narcotics, checks emergency kit(s) and exchange keys.
* Documents resident progress notes as required.
* Provides daily instruction to CNAs regarding care related to treatment.
* Provides direct resident care, in addition to treatments, as necessary.
* Performs the role of RN Supervisor, as necessary.
* Consistently works cooperatively with residents, nursing staff, physicians, families, consultant personnel, community agencies and ancillary service providers.
* Participates in the serving of meals, being aware of the dietary status of the residents.
* Orders, receives and stores medications appropriately.
* Takes responsibility for the safety of residents under his/her supervision.
* Observes all facility safety policies and procedures, including the application of universal precautions regarding infectious waste, disease, including Tuberculosis, AIDS, and Hepatitis B viruses.
* Comes to work in a clean, neat uniform and consistently presents an appropriate professional appearance.
* Comes to work as scheduled and consistently demonstrates dependability and punctuality.
* Observes infection control procedures.
* Assumes quality assurance duties as assigned.
* Participates in activities for residents in their household, geared to the interest and abilities of the residents; documents activity participation and responses in Point Click Care.
* Attends all in-services and training sessions relevant to the position.
* Performs other duties and responsibilities as assigned.

**Job Qualifications**

* Registered by the Commonwealth of Pennsylvania as a licensed Registered Nurse.
* Must rotate shifts as needed and work weekends as scheduled.
* Must have organizational skills.
* Must possess initiative, judgment, dependability, and leadership skills.
* Must possess the ability to work congenially with others and delegate wisely.
* Must possess the ability to teach skills necessary to the appropriate completion and documentation of necessary information.
* Must have excellent customer service skills and the ability to interact and respond appropriately to residents, families, physicians and all other visitors/customers on the unit.

**Equipment to be Used**

* Must possess knowledge of computers, faxing, telephones, copiers, the Nurse Call System, Security and Fire System, and PointClickCare.
* Mechanical lifts, oxygen concentrators, wheelchairs and geri-chairs, electronic thermometers, scales, sphygmomanometers, stethoscopes, electric beds, and pulse oximeters. Bladder scanner, and IV pumps

**Working Conditions**

* May rotate shifts as needed and work Saturdays, Sundays and holidays as scheduled.
* May need to be available for occasional evening and weekend activity program and to assist during weather emergencies.
* Is subject to exposure to infectious waste, disease, including Influenza, TB, HIV, Hepatitis B & C viruses, and Corona viruses. Universal precautions are to be followed at all times.

This job description does not constitute a contract for employment.

I have read, understand, and will comply with this job description.

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Team Member Name (Please Print)

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Team Member Signature Date

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Department Supervisor Signature Date

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Human Resources Director Signature Date