

ANNE GRADY CORPORATION

JOB CLASSIFICATION: RN

DEPARTMENT: Prescribed Pediatric Center/Home Care

TITLE OF POSITION: RN

IMMEDIATE SUPERVISOR: PPC Nurse Manager

NORMAL WORKING
HOURS AND SCHEDULE: PPC - Monday through Friday; hours fall between 6:30 a.m. – 6 p.m.
Home Care includes all shifts, weekends and holidays

JOB DESCRIPTION AND WORKER CHARACTERISTICS

KNOWLEDGE, SKILLS, AND ABILITIES: 1) Graduation from an accredited school of nursing; 2) Current Ohio license as a registered nurse with pharmacology; 3) Current CPR certification; 4) Prior nursing experience preferred; 5) Experience working with children with special needs preferred; 6) Must have reliable transportation to all of the service area and an ability to read a road map; 7) Ability to prioritize work; 8) Ability to meet deadlines; 9) Ability to learn regulations and guidelines; 10) Ability to push, pull, bend, sit, stand and stoop for extended periods of time; 11) Ability to regularly, intermittently and spontaneously lift, transfer and reposition individuals; 12) Ability to lift 50 pounds.

POSITION RESPONSIBILITIES

1. Provides skilled nursing care and prescribed treatments according to agency policies, procedures, regulations and standards of care.
2. Practices Standard Precautions and infection control measures.
3. Completes Incident Reports and takes necessary action; reports event to the Nurse Supervisor.
4. Completes client assessment for assigned cases.
5. Completes and submits necessary infection reports.
6. Adheres to agency paperwork requirements regarding documentation of patient care and services rendered and ensures that documentation is consistent, thorough and completed in a timely manner involving oasis assessment.
7. Engages appropriately in developmental activities, working collaboratively with the educational team.
8. Assesses present and potential problems, needs and resources of the patient and family/guardian through observations, interviews and analysis of records; and establishes with the physician, Nurse Supervisor and family/guardian a plan of care to be implemented and measurable patient-centered outcomes based upon medical goals identified in a child's IFSP/IEP and/or by PPC staff.

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9. Evaluates the effectiveness of the plan of care, documents progress towards stated goals, and communicates the outcome to the family/guardian, Nurse Supervisor and physician. Revises and re-establishes the plan as necessary.
10. Completes safety assessment during initial visit and periodically thereafter.
11. Plans for continuity of care with the nursing and educational team members, patient, and family physician by supervising LPN care activities and Home Health Aide; communicating, in writing, with the physician according to patient needs; participating in family conferences; and reporting to the Child Development Coordinator any progress or changes in developmental status using provided measurement tools.
12. Communicates and cooperates with other health and social services to assist in planning, implementing and evaluating services to the patient and family/guardian.
13. Informs the family/guardian of child's health status and developmental status verbally and/or using daily care sheet.
14. Functions as a mentor for new employees, students and observers by assisting in orientations and/or serving as student preceptor.
15. Acts as charge nurse when functioning as sole RN on premises but works collaboratively with all staff RNs to provide leadership, promote the plan or care for each child and provide a safe, positive environment.
16. Participates in staff development programs and demonstrates evidence of clinical growth. Attends all mandatory educational sessions, including day care and Step Up To Quality.
17. Maintains current knowledge of clinical trends for medically fragile and terminally ill children, clinical issues for the MR/DD population and school nursing supports for children with special needs.
18. Works cooperatively with other members of the team, including nurses, school system and teaching staff.
19. Performs supervisory visits for LPNs and Home Health Aide; attends care conferences and completes comprehensive physical assessments as required.
20. Ensures admission and discharge assessments are completed.
21. Provides nursing care in client's home to both adult and pediatric clients.
22. Ensures that children are free from abuse and neglect to the extent possible and immediately reports to a supervisor knowledge of any situation that may infringe on or may have infringed on a child's right to be free from abuse and neglect.
23. Exemplifies Corporation philosophy and follows all policies and procedures.
24. Performs related responsibilities, activities and duties as required.

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List of positions directly supervised.
If more than eight, list totals only.

Form PR-105
Reviewed: 9/1/07
Revised: 10/12/09
Revised: 7/6/10
Revised: 9/23/10

Signature of Department Director Date

Signature of Employee Date