



## JOB DESCRIPTION

<b>Job Title:</b> Registered Nurse (Supervisory)	<b>Department:</b> Health
<b>Reports to:</b> Clinical Director	<b>Status:</b> Full Time, Exempt, Sensitive
<b>Salary:</b> DOE	<b>Driving Classification:</b> Valid Driver License

**Summary:** The Supervisory Outpatient Registered Nurse (RN) provides comprehensive nursing care across the age spectrum with a wide range of conditions in outpatient primary care. The RN will assess, plan, implement and evaluate nursing care consistent with patient-centered medical home principles and emphasizing interdisciplinary collaborative processes. The RN demonstrates leadership by serving as an advocate for patients, team player to colleagues as she/he continues to enhance the own team's professional growth, development and practice. The Supervisory Outpatient Registered Nurse reports to the Clinical Director.

Performance Expectations in performance of their respective tasks and duties all employees of the Fort Mojave Health Center are expected to conform to the following:

- Fully uphold all principles of confidentiality and patient care.
- Adhere to all professional and ethical behavior standards of the healthcare industry.
- Interact in an honest, trustworthy, and dependable manner with patients, employees, and vendors.
- Possess cultural awareness and sensitivity.

### Duties

- Performs comprehensive professional nursing duties for the care of patients with a variety of injuries and illnesses in the outpatient department and/or field clinics.
- Assesses, plans, implements, evaluates, and documents comprehensive nursing care for patients presenting with a wide range of health conditions and across the age spectrum in collaboration with the patient, family, caregiver(s) and interdisciplinary team and aligned clinical practice guidelines and standards of care.
- Administers medication and therapeutic treatment measures and care procedures per established policies and guidelines; observes and documents patient condition, changes and reactions to medications and medical treatment(s).
- Uses appropriate medical supplies and/or equipment, such as 12-lead EKGs, monitor, pulse oximeter, blood glucose meters, nebulizers, monitoring devices (cardiac monitors, oxygen monitors, etc.).
- Closely observes patients for conditions that may require emergent measures; recognizes, identifies, and interprets serious clinical situations; provides appropriate immediate emergency measures.
- Coordinates interdisciplinary patient care and support activities across the healthcare continuum.
- Plans for care management of targeted patient populations; assures pre-visit planning for patients; coordinates internal and external care referrals, develops and/or maintains disease and case management registries coordination.
- Assesses patient's needs and health status data, individually and/or with the care team to develop a plan of care.
- Coordinates clinical and patient flow, prepares assignments, and provides guidance and

leadership to clinical personnel of varied skill levels.

**Education**

- A graduate or higher-level degree, bachelor's degree, associate degree, or diploma from an accredited professional nursing educational program is required. This education must have been accredited by the Commission on Collegiate Nursing Education, Council on Accreditation of Nurse Anesthesia Educational Programs, Accreditation Commission for Midwifery Education, or an accrediting body recognized by the U.S. Department of Education at the time the degree was obtained.

**Experience**

- The work experience must have equipped the applicant with the particular knowledge, skills, and abilities to successfully perform the duties of the position.
- Have at least two years of hospital, clinic, or home care experience as an RN.
- Electronic Health Records (EHR) experience.
- Computer skills with various applications in Office 365, MS Teams, and Zoom.

**Certificates and Licenses**

- Applicants must have passed the National Council Licensure Examination.
- In addition, they must possess a current, active, full, and unrestricted license or registration as a professional nurse from a State, the District of Columbia, the Commonwealth of Puerto Rico, or a territory of the United States
- Current BLS certification.
- Valid driver's license.

**Physical Demands**

- The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.
- It is estimated that this position requires 5 to 6 hours of activity per day and 2 hours of sitting per day plus a combination of the following capabilities during the course of an 8 hour day; while performing the duties of this job, the employee is occasionally required to stand; walk; sit; use hands to finger, handle, or feel objects, tools or controls; write, type; reach with hands and arms; climb stairs; balance; stoop, kneel, crouch or crawl; talk or hear; taste or smell; drive. The employee must occasionally lift and/or move up to 50 pounds. Specific vision abilities required by this job include close vision, distance vision, peripheral vision and ability to adjust focus.

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Employee Signature & Date

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Supervisory Signature & Date

*The Indian Preference Act will be enforced. The above statements are intended to describe the general nature and level of the work being performed by people assigned to this work. This is not an exhaustive list of all duties and responsibilities associated with it. The Fort Mojave Indian Tribe reserves the right to amend and change responsibilities to meet business and organizational needs.*