

Job Description

Registered Nurse/ Clinical Instructor

Advanced Care Life Services/ Advanced Care Education Center

Company Background

ACLS is voted best in home senior care agency in Jackson and Josephine County for two years in a row for a reason, our nursing commitment to quality of care and education. We have expanded to include an education department and our OSBN program for nursing assistant. Our RN's provide excellent senior care and teach to the highest standard for our staff.

Position Overview

The Nurse/ Clinical RN position will provide professional services and care to seniors through an interdisciplinary approach. Our independently Nurse owned business is looking to expand on our scope capabilities through consultation, assessment, planning, and evaluation by supporting the best possible outcomes for our seniors/clients. This position will have knowledge on case management theory with a consultative approach for our clients/families. The ideal candidate will also have a passion for teaching and education. The Nurse/ Clinical Educator position will be part-time in education and clinicals for our caregivers with an opportunity for additional hours with delegation, education, and senior support for our in – home agency. RN should be willing to work 5-9pm shifts and some weekends.

Essential Job Functions

- Establish working knowledge of all business policies and procedures, including those governing delegation, supervision, and training and ability to reference them from appropriate sources.
- Assess the patient; collect and document the patient's current health status and medical history. Complete and/or review client data as defined by policy and procedure. Make accurate and ongoing assessment of client's status and respond appropriately.
- Provide OSBN level education for the nursing assistant program, knowledgeable of division rules for CNA's in Oregon. Adequately run medication administration classes and hands on demonstration for all skills in senior care and TMU testing.
- Navigate all styles of learning and maintain records necessary for completion of TMU headmaster testing for CNA.
- Set priorities for nursing action in logical sequence according to our senior clients needs and plan of care.
- Create a client plan of care, after the initial assessment and evaluation visit with clients, and coordination with other providers for the client, to meet client needs. Review the plan of care as often as the severity of the client's condition requires, at minimum every 60 days or more frequently if required by state rules.
- Update the plan of care based on all aspects ongoing assessments.
Determine where delegation of nursing services is appropriate in accordance with applicable regulations, individual client condition, and each assigned team member's training and demonstrated competency, and maintain documentation of all factors evaluated in making the determination(s).

- Based on ongoing assessment of client status, accurately and completely document care to reflect nursing interventions, client responses to care provided, client needs, problems, capabilities, limitations and progress toward goals.
- Communicate with the entire healthcare team (internal & external) to eliminate barriers to efficient delivery of care assessment. Documentation of medical orders is handled promptly as required by policy and procedure.
- Available for remote and regular on-site supervision of the provision of services as needed to ensure quality of care, client safety, and meet state standards.
- Administer clinical services within our OHA license, that require a professional license in conjunction with our policies and procedures. Observe, report and document the client's response to above.
- Determine the ability and appropriate technical skills when administering treatments and procedures in accordance with physician's orders and policy and procedure.
- Demonstrate ability to handle emergency situations in a prompt, precise and professional manner.
- Exhibit ability to respond to changing situations in a flexible manner in order to meet current needs, such as reprioritizing work as necessary. Organize job functions and work area to be able to effectively complete varied assignments within established time frames.
- Give thorough, concise reports to Administrative staff about client's needs, which communicate pertinent information in a timely manner.
- Demonstrate working knowledge and implementation of infection control practices.
- Develop instructions based on the assessment of the client personal care needs.
- Supervises the provision of services provided by the Caregivers and provide feedback on performance as indicated. Navigate with professionalism, honest and integrity the relationship and roles of all care staff.
- Lead training efforts for Care Pros to ensure the highest quality of care and safety is provided for our clients.
- Must possess a valid driver's license or state identification
- Must possess valid auto insurance (if applicable)

Qualifications

A graduate from an accredited school of nursing, with a nursing degree is required. Must have at least three years' experience in a clinical or home care setting. Prior home health and nurse delegation experience is desired. Previous position working with seniors is preferred. Must maintain a current license in good standing as a registered nurse in the state or hold a compact state license accepted by the state. Must possess a current CPR and BLS certification and managed care/case manager certification is a plus. Must have one year of skilled or community care Nursing and acute care experience 2+ years or more is required.

Desired Skills

- Clear understanding of the nurse delegation process generally and as it relates to your state nursing board's rules. Nurse delegation is transferring the nurse's responsibility for performance of a client service to another member of the team while retaining accountability for the outcome.
- Experience in delivering excellent quality care to clients.
- Knowledgeable of client legal rights, always respects client rights, and reports the failure of any other person to comply with patient rights including abuse, neglect, or disrespect.
- Maintains confidentiality regarding all patient's personal, financial, and health information including following HIPAA guidelines.
- Knowledge of case management/Managed Care theory and nursing assessment practices related to home care.
- Coordinates/facilitates client care throughout the care continuum.
- Strong interpersonal, communication and people skills to be able to write reports and speak in front of several individuals and communicate clearly.
- Be knowledgeable in regulation of long-term care payors and providers.
- Ability to assess the client's mental status, monitor, record and develop individual treatment plans and goals.
- Ability to gather data, prepare and compile reports to ensure appropriate services and client's activity tracking in relation to care plan.
- Be able to provide emergency services and make immediate clinical assessment and coordinate with other services.
- Ability to participate in the patient treatment and care review with health care providers.
- Ability to act as liaison between the client, their family, Caregivers, other providers involved in the care of the client, and the franchise office to ensure that the necessary care is provided effectively.
- Must have the ability to use critical thinking skills to be able to make safe ethical decisions.
- Ability to apply interviewing skills like active listening, open-and-closed-ended questions, supportive responses, giving options, summarizing, and identify areas for self-improvement and pursue necessary education and training as needed.
- Strong communication and interpersonal skills, including an ability to establish credibility and trust with Caregivers, clients and their families.
- Capable of working effectively in a team setting, as well as independently with minimal supervision.
- The ability to build internal and external relationships.
- Satisfaction of all job Competencies.

Physical Job Requirements:

Physical Activity Requirements	Occasional (0-35% of day)	Frequent (36-66% of day)	Continuous (67-100% of day)	Not Applicable
Sitting		X		
Standing	X			
Walking	X			
Climbing				X
Lifting (Floor to Waist Level)	25 lbs.	0 lbs.	0 lbs.	
Carrying Objects	X			
Push/Pull	10 lbs.	0 lbs.	0 lbs.	
Twisting	X			
Bending	X			
Reaching Forward	X			
Reaching Overhead	X			
Squat/Kneel/Crawl	X			
Pinching/Fine Motor Activities		X		
Keyboard use/Repetitive Motion			X	
Lifting (Waist to Shoulder Level)	25 lbs.	0 lbs.	0 lbs.	
Talk			X	
Driving/Travel				X
Lifting (Shoulder Level & Above)	10 lbs.	0 lbs.	0 lbs.	

Sensory Requirements	Accurate 20/40	Very Accurate 20/20	Not Applicable
Near Vision	X		
Far Vision	X		

	Yes	No	Not Applicable
Color Discrimination	X		

	Minimal	Moderate	Accurate	Not Applicable
Depth perception				X
Hearing		X		

Environmental Requirements/Occupational Exposure Risk Potential	Reasonably Anticipated	Not Anticipated
Bloodborne/other biologic pathogens	X	
Chemical		X
Airborne/aerosolized diseases		X
Extreme Temperatures		X
Radioactive materials		X
Uneven Surfaces or elevations	X	
Extreme Noise Levels		X
Dust/particulate matter	X	

Your employer is **Advanced Care Life Services and Advanced Care Education Center** is an independently owned and operated company. This job description does not create an employment contract, nor imply it. Employment with your employer remains at will. This job description does not list all activities, duties or responsibilities that may be required. Duties, responsibilities and activities may change, or new ones may be assigned at any time.

I have read and thoroughly understand all the duties of the RN position.

APPROVED:

Employee

Date

Supervisor

Date

Applicants have rights under Federal Employment Laws:

[Family Medical Leave Act \(FMLA\)](#)

[Equal Employment Opportunity \(EEO\)](#)

[Employee Polygraph Protection Act \(EPPA\)](#)

Competencies

Characteristics-All Roles	
Delivering Results	<i>Challenging, pushing the organization and themselves to excel and achieve. People who exhibit a drive for results establish or help establish objectives and contribute to their accomplishment. They assume personal responsibility for the success of the organization and persist, even when faced with obstacles, to achieve results.</i>
Customer Service	<i>Anticipating customers' needs and designing, promoting or supporting the delivery of products and services that exceed customers' expectations. People who are competent at customer focus have a desire to please customers and seek to anticipate customers' needs. They push the organization to do more than is required to ensure that the customer is satisfied.</i>
Teamwork & Collaboration	<i>Effectively working and collaborating with others toward a common goal. People who are competent at teamwork build and maintain cooperative work relationships with others. They complete their own tasks for group projects in a timely and responsible manner and directly contribute to reaching the group goal.</i>
Interpersonal Communication	<i>Communicating clearly and effectively with people inside and outside of the organization. People who are competent at interpersonal communication listen effectively and develop rapport with others. They are able to articulate their thoughts and ideas clearly, they present information in a straightforward and logical way, and they ensure that they are understood. They share information with others that will improve overall work progress.</i>

Nurse Case Manager /Clinical Instructor	
Decisive Judgement	<i>Making good decisions in a timely and confident manner. People who display this competency make sound decisions with conviction and in a timely manner. After they have considered alternatives and possible consequences, they can decide upon a course of action and assume responsibility for their decisions.</i>
Customer Focus	<i>Anticipating customers' needs and designing, promoting or supporting the delivery of products and services that exceed customers' expectations. People who are competent at customer focus have a desire to please customers and seek to anticipate customers' needs. They push the organization to do more than is required to ensure that the customer is satisfied</i>
Adapting to Change	<i>Adapting to changing situations and restructuring tasks and priorities as changes occur within the business and organization. People who are competent at adapting to change are flexible in changing circumstances. They are open to change and different ways of doing things, and do not over-rely on old methods and processes.</i>
Managing Others	<i>Directing and leading others to accomplish organizational goals and objectives. People who display this competency effectively manage and direct the activities of others. They work through other people to accomplish objectives, and they encourage performance through motivation and feedback. They hold people accountable.</i>
Coaching & Development of Others	<i>Advising, assisting, mentoring and providing feedback to others to encourage and inspire the development of work-related competencies and long-term career growth. People who display this competency are sincerely interested in the development and success of others. They provide honest feedback and guidance in a supportive manner and assist others in meeting individual goals and challenges. In all, they are positive, objective and fair.</i>
Relationship Management	<i>Developing and maintaining positive relationships with individuals outside their work group. People who are competent at relationship management actively seek opportunities to build relationships important to their business. They are in frequent contact with internal or external customers to assure satisfaction. They consider how their actions or decisions may impact other groups or departments and work collaboratively to accomplish work goals.</i>
Resilience	<i>Effectively dealing with work related problems, pressure, and stress in a professional and positive manner. People who exhibit resilience maintain a positive attitude even when faced with frustration, pressure or change. They recover quickly when faced with obstacles or setbacks.</i>