

# STODDARD BAPTIST GLOBAL CARE, INC.

Facility: WASHINGTON CENTER FOR AGING SERVICES

## JOB DESCRIPTION

(STAFF NURSE - RN)

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JOB TITLE: STAFF NURSE - RN  
DEPARTMENT: NURSING  
CLASSIFICATION: NON-EXEMPT  
REPORT TO: DIRECTOR OF NURSING

### I. BASIC FUNCTIONS

Under the direction of the RCC, Nurse Supervisor, Assistant Director of Nursing and Director of Nursing, assure that residents receive quality residential care by assessing, planning, implementing and evaluating their daily needs. Provide direction, guidance and leadership to staff.

### II. CHARACTERISTIC RESPONSIBILITIES

- Maintain resident rights including right to privacy
- Conduct inter-shift reports/rounds.
- Assess resident needs and assure resident care assignments are completed daily.
- Review clinical records, check medication orders, MARs, care plans and staff assignments.
- Monitor and maintain awareness of staff and residents activities on the unit.
- Evaluate significant changes in resident's condition and take appropriate action.
- Perform basic Nursing care procedures.
- Participate with physician in resident care rounds.
- Review, transcribe and implement physician orders.
- Assure that all nursing care plans, monthly summaries, nursing notes, flow sheets are descriptive, concise and up-to-date.
- Assess, develop, implement, evaluate and revise resident's plan of care as needed.
- Guide, direct and assist staff in maintaining policies through analyzing and evaluating care needs.
- Conduct unit resident care conferences.
- Participate as an Interdisciplinary team member.
- Implement and evaluate therapeutic, restorative and rehabilitative Nursing interventions.
- Collaborate with resident and family members to assure optimal level of care is provided.
- Assist in evaluative job performance of personnel and collaborate with RCC/Supervisor.
- May be expected to work overtime to assure a safe level of staffing.
- Keep abreast of current trends in Nursing by attending workshops, conferences, seminars, etc.
- Attend staff development programs to enhance nursing skills and knowledge.

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- Maintain professional standards.
  - Perform other duties and assume responsibilities as requested by supervisor and/or the Director of Nursing.

### III. WORKING CONDITIONS/PHYSICAL EXERTION

- Works in clean, well-lighted, heated and ventilated office and units.
- May be exposed to communicable diseases in the course of work.
- May hear abusive language from confused residents.
- Possibility of strains/sprains moving residents or injury from an irrational resident.

### IV. DUTY HOURS

- Minimum of 40 hours per week, or whatever is required performance.
- Classified as non-exempt and is eligible for overtime pay.

### V. MINIMUM ENTRY QUALIFICATION/EDUCATION

- Graduate of accredited school of nursing. Bachelor's required. Masters preferred.
- Registered professional nurse with a current District of Columbia license.
- Demonstrated clinical and management skills with a minimum of 3 years combined clinical and management experience and a Bachelor's degree or a combination of education and management experience acceptable to the Director of Nursing.
- Favorable references.
- Good interpersonal skills and leadership ability.

### VI. SUPERVISION RECEIVED

- Supervised by the RCC, Nurse Supervisor, Assistant Director of Nursing and Director of Nursing.

### VII. SUPERVISION EXERCISED

- Supervise Licensed Practical Nurses, CNA's, and Volunteers

### VIII. PERSONAL INTERACTIONS

- Interact with general public, employees and residents. Must be cordial, professional, and present an attitude that is responsive to concerns.

I, \_\_\_\_\_, have read the above job description and fully understand the conditions set forth therein. I will perform the duties of STAFF NURSE - RN to the best of my knowledge and ability. I have received a copy of this job description.

Date: \_\_\_\_\_ Signature: \_\_\_\_\_