**Job Description: Registered Nurse (RN)**

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1. **PURPOSE/OBJECTIVE:**

This position is to work within an interdisciplinary health care team to provide person centered care utilizing the nursing process in all care stages supporting activities of daily living.

**2.0 JOB SUMMARY:**

The **Registered Nurse (RN)** is responsible for direct nursing care providing personal care assistance and health care to [patients/clients/residents] under their care. The RN provides support to other health care professionals, implements the [patient/client/resident] care plan, contributes to nursing diagnosis, and participates in nursing interventions and outcomes, makes referrals and administers and manages resources related to health care services. The RN focuses on providing assessment screening, healthy lifestyle support, education, chronic disease management to manage health outcomes and facilitate access to services. Oversees the daily tasks and supervision of Licenced Practical Nurses (LPN) and Heath Care Aides (HCA).

The RN will work closely with [patient/client/resident], their families, caregivers and co-workers spanning the continuum of care in [home, community or health care facilities].

**3.0. FUNCTION:**

As an RN, you will play a key role in providing safe, quality patient and family centered care as part of a team while reflecting the shared vision and values of [Organization’s Name] in accordance with [list all applicable legislation/regulations/standards/licensing body] policies and procedures.

**4.0.EDUCATION/MINIMUM REQUIRMENTS:**

**List the qualifications or minimum requirement as required for you organization:**

* Current or eligible for registration and practice permit with College and Association of Registered Nurses of Alberta (CARNA).
* Completion of accredited nursing education program

**5.0. SKILLS/KNOWLEDGE**

**List the skills and knowledge as required for your organization such as:**

* Current Basic Cardiac Life Support.
* First Aid Certification.
* Experience working with seniors in the community health services setting.
* Knowledge and commitment to person-centered care.
* Strong communication, teamwork and concern resolution skill
* Effective organizational, critical thinking, problem-solving and decision-making skills.
* Organizational and time management skills
* Supervisory skills including coaching and mentoring of staff.
* Ability to effectively work independently and within a team
* Knowledge of acts of legislation that govern practice
	+ Personal Health Information Protection Act
	+ Protection for Persons in Care Act
	+ Mental Health Act
	+ Workplace Hazardous Material Information System (WHMIS)
	+ Principles of routine practices (Universal Precautions)

**6.0 PHYSICAL REQUIREMENTS**

* Ability to meet the physical requirements including:
	+ Lifting up to maximum 50 lbs
	+ Carrying/transporting objects up to maximum 25 lbs
	+ Bending, crouching, kneeling, reaching, stretching
	+ Pushing and pulling up to maximum 100 lbs
	+ Standing for prolonged period of time
	+ Frequent walking covering long distances

**7.0. DUTIES AND RESPONSIBILITIES:**

**List the duties and responsibilities required for your organization in this role such as:**

* Perform nursing assessment of [patient/client/resident] to assess risk, maximize abilities and develop person-centered care plans.
* Plan, develop, implement, evaluate and communicate [patient/client/resident] care plan in collaboration with the [patient/client/resident] and other health care teams to lead the delivery of person-centered care services in accordance with program goals.
* Provide ongoing monitoring of [patient/client/resident] care and adjust care plan or services as needed.
* Engage and/or consult with other agencies or health care professionals involved in [patient/client/resident] care as directed or as required.
* Interpret and evaluate health information and contextual information to determine appropriate invention and implement interventions including diagnostic and treatment plans.
* Observe and report on patient/resident/client care/service utilizing appropriate [Organization Name] forms or tools.
* Address and support [patient/client/resident], their families and staff concern and ensure appropriate action is taken.
* Medication administration
* Respond to medical emergencies or emergency medical services as appropriate.
* Provide leadership, supervision and direction for team members involved in the provision of [patient/resident/client] care by mentoring and promoting best practices outlined in organizational policies and procedures, continuing care health services standards, accommodation standards, and relevant legislation and regulations.
* Mentor and coach employees including but not limited to assist with ambulation, mobilization, transferring and adaptive aids.
* Maintain and follow proper procedures and legalities in adhering to confidentiality and records keeping pertaining to [patient/client/resident], employee and organizational data.
* Interpret, develop, and implement policies, procedures and clinical protocols.
* Coordinate move-ins, transfers and move outs of [patient/client/resident] within assigned areas.
* Respond to medical emergencies or emergency medical services as appropriate.
* Provide cognitive, social, emotional, and psychological support to the[patient/client/resident], their families and caregiver.
* Assist in maintaining a safe and cleanly environment, including [patient/client/resident] equipment and belongings;
* Attend staff meetings as required and attend in services to develop knowledge and skills.

Complete other duties as assigned.

**8.0. SAFETY RESPONSIBILITES**:

**List the safety responsibilities required for your organization in this role such as:**

* Comply with [Organization’s Name] Health and Safety policies and procedures, safe work practices and requirements of the Alberta Occupational Health and Safety Legislation,
* Take reasonable care to work safely and carry out duties as to not cause accidental injury to themselves, fellow employees or the general public.
* Monitor compliance with health and safety policies, procedures, and standards.
* Communicate all health and safety information including, but not limited to, policies, procedures, standards, hazards, hazard control and safe work practices.
* Immediately report all injuries, near misses or potential hazards to direct supervisor or alternate as appropriate.
* Ensure all personal safety equipment (PPE) is being used properly; maintained and report defective or missing PPE to direct supervisor or alternate as appropriate.
* Meets infection prevention and control requirements by adhering to infection control guidelines and practices and procedures.
* Use appropriate lifting and transfer techniques.
* Handle and dispose of hazardous materials according to WHMIS and organizational policies and guidelines.
* Use equipment and supplies according to established standards and procedures;
* Maintain and promote a safe working environment at all times.
* Awareness of role and participating in any emergency response and/or drills.
* Refrain from or participate in workplace harassment and/or violence as well as.

**9.0** **OCCPATIONAL JOB HAZARDS**

**List the occupational job hazards (ensure that high hazards are included) for this role, such as:**

* The frequent transporting [patient/client/resident] of requires lifting, pushing, pulling, bending or stretching which can result in the use of awkward postures; acute or chronic exposure may result in sprains or strains.
* Physical exertion such as manual work, standing for long periods and equipment operation may result in repetitive, static, or awkward postures that increases exposure to strains and sprains.
* Working with [patients/residents/clients], requires close and frequent contact which may result in exposure to bacteria, fungi, viruses, bodily fluid and/or noxious agents increasing risk of acquiring illness and/or infection.
* Regular standing and walking for lengths of time can increase forces on muscles and tendons contributing to fatigue.
* Working with equipment and/or mobility aid can cause overexertion and exposure to pinch points which may result in strains, sprains or falls, and fingers or crushed limbs or hand.
* Exposure to chemicals which could result in skin reactions or respiratory illness.
* Exposure to electrical equipment, cords and outlets increase risk of exposure to burns and electrical shock.
* Floor contamination such as spillages of water and/or chemicals can result in slips.
* Handling of oxygen tanks may result in exposure to explosive agents.
* Working in the community with [patients/residents/clients] and working alone may result in exposure to workplace violence and harassment.

**10.0 INTERNAL TRAINING REQUIRED:**

**The following training will be required and provided to any potential employee as part of orientation and on-going training.**

**[List any additional training that your organization would be providing as a requirement for the position] Examples could include the following:**

* General Orientation
* WHIMIS
* [Organization’s Name] RN orientation program; including # of supervised shifts
* Site Specific training
* Organizational Leadership program