

T/A 10-11-12
R/S

**ST. CHARLES HEALTH SYSTEM
JOB DESCRIPTION**

TITLE: Charge Nurse
REPORTS TO POSITION: Varies
DEPARTMENT: Varies
DATE LAST REVIEWED: October 11, 2012 ~~September 5, 2012~~

JOB SUMMARY

Collaborates with leadership in coordination of the assigned shift. Provides clinical support and mentorship to the assigned shift while delivering quality patient and family centered care as a member of the health care team in accordance with SCHS mission, philosophy, policies, and procedures. Applies standards for professional nursing practice and focuses clinical care to enhance the experience for patients, families, and all others. ~~Will Provide direct patient care through partial assignments~~ with some exceptions, as per article 7.15.2.

JOB RESPONSIBILITIES (May perform additional duties of similar complexity within SCHS as required or assigned)

Assist unit leadership with coordination of the shift, bed management, and patient flow (inter and intra departmental).

Assist unit leadership with patient assignment.

Assist unit leadership with proactively monitoring and managing shift staffing to meet patient needs and productivity targets.

Assist unit leadership with determining patient acuity for download and staffing needs for next shift.

Assist unit leadership with successful handoff and communication between shifts.

Assist unit leadership with crisis management for the shift.

Serves as a mentor; teaches, guides, and supports the clinical staff.

Provides input into the evaluation process of unit caregivers.

Demonstrates ability to set priorities and adapt quickly to new situations.

Identifies work-related problems with possible solutions and implements solution(s) (within scope of practice) in collaboration with the clinical supervisor.

Responsible to manage their patient's experience by clarifying, integrating, and coordinating the roles of the interdisciplinary team and help mentor other nurses clinical skills accordingly.

Supports and assists physicians and staff with computerized documentation.

Serves as a resource within the unit and to other departments regarding unit specific best practices.

Provides 2-way communication of the SCHS mission, vision, values, and strategic plan for the shift.

Lives, models, applies and assures care delivery philosophy in interactions, care and service.

Clinical problem solving.

Help provide coverage for breaks and other times the primary nurse needs relief.

Maintains and demonstrates an in-depth knowledge of nursing principles, practices, standards, and techniques and applies this knowledge in accordance with SCHS policies and work instructions and within laws and regulations governing nursing practice in the State of Oregon.

Assesses the patient's condition and needs using critical thinking and clinical judgment: sets outcomes; implements appropriate nursing actions and collaborates with other disciplines to meet the patient's/family's physical, emotional, spiritual, social, and intellectual needs; and evaluates patient's progress.

Calculates dosages and administers medications accurately using the "5 Rights" of medication administration.

Provides and maintains a safe environment for caregivers, patients and guests.

Ability to document in Electronic Medical Records with proficiency.

Demonstrates awareness of and supports St. Charles Health System's departmental and operating unit goals through participation in continuous quality improvement and departmental activities.

Participates in activities that promote professional growth and development of self and others.

Communicates (both written and orally) effectively and maintains professional relationships with caregivers, medical staff, patients, and guests.

Participates in creating a healing environment that supports all aspects of the care environment and the wholeness of each individual, patient and caregiver.

Participates in creating intentional relationships and demonstrates focus attitudes and behaviors that enhance the care experience.

Provides a therapeutic presence in service to others. Therapeutic presence is purposefully responding to the needs of patients/customers in a caring way. It includes introducing oneself and stating your purpose, asking the patient their preferred name, sitting with the patient to determine their care goals, active listening, and the skillful use of communication skills (touch, eye contact, etc.).

Performs other related work as directed by immediate supervisor.

REQUIREMENTS

Education: As required by licensure, BSN preferred.

Licensure/Certification/Registration: Current Oregon RN license. Varies by department (see attached spreadsheet).

Experience: Varies by department. Two years of nursing experience in the clinical area of assigned supervision required. Previous leadership experience preferred.

* Must be able to wear appropriate PPE (Personal Protective Equipment) required to perform the job safely.

PHYSICAL REQUIREMENTS OF JOB

Category: Patient Care Level #3

ACTIVITY	FREQUENCY					Comments
	Continually More than 75%	Frequently 75% - 51%	Occasionally 50% - 26%	Rarely 25% - 1%	Never 0%	
Standing	X					
Sitting		X				
Walking	X					
Bending			X			
Stoop / Kneel / Crouch			X			
Climbing Stairs				X		
Climbing Ladder / Step-stool*			X*		X	*varies by area
Reaching overhead			X			

Strength						
Lifting:	1-10 Lbs		X			
	11-25 Lbs		X			
	25-50 Lbs			X		
Carrying:	1-10 Lbs		X			
	11-25 Lbs		X			
	25-50 Lbs			X		
Pushing / Pulling:	1-10 Lbs		X			
	11-25 Lbs		X			
	25-50 Lbs			X		

Dexterity / Coordination						
Keyboard Operation	X					
Grasping / Squeezing			X			
Operation of Motor Vehicle		X*			X	*Home Health and Wound Caregivers

Speech and Hearing						
Clear and Audible Speaking Voice	X					
Ability to Hear:						
Normal Speech Level	X					
Whispered Speech Level			X			Ensure confidentiality

Exposure to Environmental Factors						
Heat					X	
Cold					X	
Wet / Slippery Area				X		
Noise					X	
Dust					X	
Vibration					X	
Chemical Solution				X		
Uneven Surface					X	

BLOOD-BORNE PATHOGEN (BBP) Exposure Category						
X - Risk for Exposure to BBP						

Caregiver Name (printed)

Caregiver Number

Caregiver Signature

Date

