



Registered Nurse

DEPARTMENT:	Health Clinic	DATE:	04/12/2021
STATUS:	Non-Exempt	REPORTS TO:	Medical Director
FUNDING SOURCE: H8F Award		DIRECT REPORTS:	None
Schedule	F/T or P/T 30-40 hours Monday – Friday some flex	Some hours may be available off-site and remote	

Position Summary

Registered Nurse (RN) will provide general nursing care and leadership, working collaboratively with medical providers and multidisciplinary team members. The RN will promote patient health via comprehensive professional nursing care through the use of the nursing process for patients of all ages, gender, cultures, and background; provide physical and psychosocial support to patients and their families. With the high prevalence of trauma among the populations served, it is required that the RN understand the effects of trauma on health, coping, and other aspects of the lives of those we serve and apply this understanding to service delivery. Will collect data to help identify community health needs. RN may oversee clinical care of other personnel including LPN's and MA's. The RN will understand individual patient health risks and treatments and work with the patient and their healthcare team on reducing those risks and improving their overall health. RN may provide information on available resources, advocate for patients and provide nursing care services (i.e. wound care, immunizations, BP readings). RN will also assist the mobile medical unit team and provide nursing care in remote locations. RN plays a vital role in assisting program coordinators with logistics of mobile medical unit and will provide vaccines for patients when medical provider is not available.

Major Activities and End Results:

1. Assess, plan, direct and evaluate total nursing care as determined by the patient's age related physical, psychosocial, and cultural needs in accordance with established standards, policies, and procedures of the practice.
2. Provides basic education information to patients and family, focusing on self-care appropriate to their age and identified learning considerations and needs.
3. Provides case management by being a patient advocate, resource and contact person for patients.
4. Assist patients with understanding their treatment plans and the importance of adhering to provider recommendations to improve their health and well-being.
5. Coach patients in effective management of their chronic health conditions and self-care through a variety of means (phone, email, Zoom/Skype, in-person home or clinic visits, or email).
6. Ensure patient database is always well-maintained, making sure to include all necessary notes, forms and supplementary information through weekly checks and updates to promote efficiency.
7. Identify social and economic issues (social determinants of health) that may be a barrier to patients' overall health and provide referrals and assistance.
8. Performs assessment data collection and documents subjective data (chief complaint and allergies) and objective data (vital signs/weight/etc.).
9. Administers medications and vaccinations skillfully and correctly, and performs lab/diagnostic testing as ordered by provider and reports all critical lab values immediately.

10. Utilizes universal precautions in obtaining specimens (venipuncture, cultures, etc.) and in delivery of patient care. Performs lab testing (i.e. urine dip, pregnancy test, strep screen) including quality controls and maintains all laboratory/diagnostic test logs.
11. Maintains all referral log information and oversees the process to evaluate the effectiveness of external and internal referrals in accordance with clinic policies and procedures.
12. Assists provider with examination and procedures per request.
13. Anticipates and prepares examination room with equipment and supplies required for the visit.
14. Build and maintain positive working relationships with the patients, providers, MAs, office staff and supervisors, as well as other agencies and groups.
15. Evaluates the effectiveness of the care given by interdisciplinary care team and identifies problems and guides team members to their solution.
16. Assigns care team members in accordance with patient needs, staff capabilities and qualifications to meet the needs of the practice.
17. Participates in training, orientation, competency assessment and education of new employees.
18. Communicates clearly, concisely and accurately, creating a working climate that provides growth and job satisfaction of personnel.
19. Acts in a professional manner, reflecting the mission of the community health center and demonstrates compliance with all policy, procedures, and federal/state regulations.
20. Complete administrative tasks on an ongoing basis to ensure proper and organized record keeping, working with staff members when/if necessary.
21. Participates in meetings, conferences, and demonstrates genuine desire to develop strategies for improved clinic operations and a high level of patient care
22. Continuously expand knowledge and understanding of community resources, services and programs.
23. Provide health education to co-workers and outside agencies specifically related to areas of expertise.
24. Other duties as assigned.

Experience, Knowledge and Skills

- Proficient in computer skills such as Microsoft Word and Excel.
- Continuous self-study learning/education.
- Understand and maintain professional boundaries with patients.
- Be active, integrated team member.
- Promote a culture in which each patient's point of view and preferences are recognized, understood, respected and integrated into treatment and community self-help activities.
- Work with and provide services to a wide range of culturally and linguistically diverse persons.
- Maintain patient confidentiality according to HIPAA.

Qualifications:

- Required
 - Current RN License recognized by New Mexico Board of Nursing.
 - BLS Certified.
 - Bilingual in Spanish/English
- Must be willing to use personal reliable vehicle with mileage reimbursement for fieldwork in the course of employment.

- Must possess and maintain a current valid Driver's License in the state where candidate is residing. Must maintain a clean driving record. Must provide current personal owner liability automobile insurance and must maintain the insurance coverage current throughout the course of employment in this position.
- Preferred
 - Experience working in a Community Health Center or a minimum of two (2) years of direct patient care working with vulnerable populations (i.e. individuals experiencing homelessness, migrant farmworkers, domestic shelter patrons).
 - Minimum of one (1) year of leadership experience in supervising other medical staff.

Physical Demands and Work Environment: The majority of the work time is in an office setting and at times outdoor settings. Frequent local travel is required and must drive to other locations. The physical demands and work environment characteristics described here are representative of those that must be met by and employee to successfully perform the essential functions of this job with or without reasonable accommodations. Employee may be asked to lift and/or move up to 25 pounds. • Work environment: The noise level in the work environment is usually moderate to loud.

Disclaimer: The information presented indicates the general nature and level of work expected of employees in this classification. It is not designed to contain, or to be interpreted as, a comprehensive inventory of all duties, responsibilities, qualifications, and objectives required of employees assigned to this job.

All job offers are contingent upon background check, pre-employment drug screen and COVID-19 19 test and COVID-19 Vaccine required.

Salary will be commensurate with local wages, as well as experience and education.

Amador Health Center is an Equal Opportunity Employer and a Drug Free Workplace.

To apply submit letter of interest and resume to Help@amadorhealthcenter.org
visit our website at www.Amadorhealth.org