JOB TITLE: Staff Nurse – Registered Nurse (RN)
DEPARTMENT: Nursing
CLASSIFICATION: Non-Exempt **REVISED:** 2/2023

POSITION DESCRIPTION

SUMMARY:
The Staff Nurse, RN is responsible for managing individualized patient care by promoting and restoring patients' health through the nursing process, collaborating with physicians and multidisciplinary team members, providing physical and psychological support to patients, friends, and families, and supervising assigned team members. The Staff Nurse, RN will report to the Clinical Director for the assigned Department.

ESSENTIAL JOB FUNCTIONS:
- Support nursing care standards through adherence to existing policies and procedures
- Obtain and document nursing history from patients and guardians that are comprehensive of the present condition and prior problems
- Perform basic assessment of patients, indicating adequate knowledge of anatomy, physiology, and pathology
- Record vital signs, note changes and pursue more-specific investigations as needed
- Identifies abnormal diagnostic data and show a fundamental understanding of its implications by reporting information to the physician and others caring for the patient and incorporating data in the nursing care plan
- Implement established policies and procedures for clinical and technical aspects of care and nursing orders
- Intervene with proper technique, design, and safety precautions to meet patients' individual needs
- Implement portions of a medical plan of care through physician orders
- Document nursing interventions, patient response, effectiveness, complications, etc., as well as communicate information to appropriate individuals
- Evaluate and note the patient's response to nursing care defined in the medical records
- Assume responsibility for professional growth by current reading and attendance at educational programs and unit meetings
- Regularly attend the unit meeting and make recommendations for improvement in patient care
- Function as Charge Nurse when assigned, providing leadership and direction to staff and assuring the provision of care to all patients on the unit
- Administer and monitor medications per physician order
- Note and carry out physician orders

RELATED JOB FUNCTIONS:
- Contribute to a welcoming atmosphere
- Provide crisis intervention for individuals in acute psychiatric distress
- Coordinate transfer of care to the appropriate health facility, if warranted
- Conduct trauma-informed, recovery-oriented health, and wellness-focused groups
- Communicate with all referral sources to clarify any questions and facilitate a safe transfer to the CRU
- Comply with attendance and punctuality policies, as well as all other Common Ground policies and procedures
- Participate in training and orientation of new employees
- Perform other job-related duties as assigned

SUPERVISION:
- edSupervise care given by nonprofessional staff and/or Licensed Practical Nurse (LPN) and provide instruction as need

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REQUIRED KNOWLEDGE, SKILLS, AND ABILITIES

KNOWLEDGE OF:

- The standards and scope of nursing practice and the nursing process
- General nursing and psychiatric nursing principles, practices, and techniques
- Community Mental Health System
- Psychotropic medication and psychiatric diagnosis
- Most common chronic health conditions and co-occurring conditions in this population and willingness to increase the knowledge base
- Current behavioral management de-escalation techniques

SKILL TO:

- Type, enter data, file efficiently, and operate office equipment
- Exercise problem-solving and critical thinking skills
- Demonstrate excellent assessment and communication skills
- Demonstrate proficiency in relevant software and applications (i.e., Microsoft Word, Excel, PowerPoint, and Outlook)

ABILITY TO:

- Relate to a diverse population that includes a variety of abilities, age, gender orientations, economic, educational, and cultural backgrounds
- Understand and follow verbal and written instructions
- Communicate effectively, both verbally and in writing
- Provide direct care and treatment for individuals in acute psychiatric crisis, general nursing care to individuals with chronic health conditions, including substance withdrawal, and assess the need for emergent care
- Apply trauma-informed, recovery-oriented principles and values in the treatment of all people served
- Maintain professional communication in all internal and external contacts
- Work independently and apply critical thinking/decision-making skills
- Work with the multi-disciplinary team successfully
- Manage volatile situations in a safe, calm, caring manner
- Proficiency in Microsoft office and various medical software

REQUIRED EDUCATION AND EXPERIENCE:

- Licensed as a Registered Nurse in the state of Michigan
- Minimum of 1-year nursing experience (psychiatric nursing experience preferred)

ESSENTIAL REQUIREMENTS:

Physical Requirements:
The job duties require the employee to handle the physical demands of the work, including performing CPR, lifting at least 30 pounds, walking up and down stairs, positioning patients, walking long distances, standing for prolonged periods, and using restraints and aggressive behavior management practices. Employee must be able to work longer than eight hours in a day, if required.

Environmental Working Requirements:
Work is done in a clinical/residential environment. Assignments may require the jobs done individually or in teams with

members at various staffing levels. The work environment is a crisis center and may subject staff to behavioral and medical events that could be physically hazardous.

Other Requirements:
The ability to work various shifts and hours.

The agency may in its sole discretion fill this position on a full-time, part-time, or contingent basis with the individual best fit to perform the essential functions of the job. The above statements describe the general nature and level of work performed by employees assigned to the title. Incumbents may be required to perform job-related responsibilities and tasks other than those stated in this specification. Employees in this title are subject to a background check.

To perform this job successfully, an individual must be able to perform each essential job duty satisfactorily. Reasonable accommodations may be made to enable qualified individuals with disabilities to perform essential job functions.

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Employee Signature Date