FAMILY HEALTH CENTER OF BATTLE CREEK
JOB DESCRIPTION

JOB TITLE: Registered Nurse

BASIC JOB PURPOSE: Provides professional nursing care for Family Health Center patients following established standards and practices.

SUPERVISION RECEIVED: Reports directly to the Clinical Supervisor

SUPERVISION EXERCISED: None

TYPICAL PHYSICAL DEMANDS: Requires full range of body motion including manual and finger dexterity and eye-hand coordination. Requires standing and walking for extensive periods of time. Occasionally lifts and carries items weighing up to 50 pounds. Requires corrected vision and hearing to normal range. Requires working under stressful conditions or working irregular hours. Requires exposure to communicable disease or body fluids.

TYPICAL WORKING CONDITIONS: Frequent exposure to communicable diseases, toxic substances, and other conditions common to a clinic environment.

EXAMPLES OF DUTIES: (This list is not all inclusive.)

1. Assesses patient’s physical needs including pain assessment.
2. Assesses patient’s psychosocial and behavioral health needs.
3. Assesses patient’s and families’ learning needs.
4. Provides patients and families with appropriate education.
5. Advocates for the patient.
6. Promotes wellness and health promotion behaviors.
7. Administers prescribed medications and treatments.
8. Accepts verbal orders per FHC policy and procedure.
9. Prepares exam room, procedure room, equipment and assists providers.
10. Documents in the medical record according to FHC policy and procedure.
11. Although each position has its own unique duties and responsibilities, please refer to the policy on Job Descriptions for details that apply to every position.

PERFORMANCE REQUIREMENTS

Knowledge, Skills and Abilities:

Knowledge of professional nursing theory and practice to give and evaluate patient care. Knowledge of organizational policies, regulations and procedures to administer patient care. Knowledge of medical equipment and instruments to administer patient care. Knowledge of common safety hazards and precautions to establish a safe work environment. Skill in applying and modifying the principles, methods and techniques of professional nursing to provide ongoing patient care. Skill in identifying problems and recommending solutions. Ability to assess the specific age-related needs of patients. Skill in preparing and maintaining records, writing reports, and responding to correspondence. Skill in establishing and maintaining effective working relationships with patients, medical staff and the public. Ability to react calmly and effectively in emergency situations. Ability to interpret, adapt, and apply guidelines and procedures. Ability to communicate clearly.

Education: Graduate of an accredited school of nursing.

Experience: One year of professional nursing experience in a clinic setting preferred.
Certificate/License: Possession of a current Michigan Registered Nurse license. Certification in ambulatory care nursing or other nursing specialty is desirable.

**ACCOMMODATION:** Family Health Center of Battle Creek has the right to modify the duties and functions of the job description based on the needs of the organization.

**JOB DESCRIPTION REVIEW:** This job description will be reviewed and updated, if necessary, during the employee’s annual review.

**FLSA:** Not an exempt position.

Approved by

___________________________________  ___________________
President/CEO  Date

My job description has been explained to me by my supervisor, and I understand the contents. I have received a copy of my job description.

___________________________________  ___________________
Employee  Date