

## CLASSIFICATION SPECIFICATION

<b>FLSA:</b>	<b>NEXP</b>	<b>Job Code:</b>	<b>ACV38010</b>
<b>Job Class Code:</b>	<b>580</b>	<b>Salary Schedule:</b>	<b>ASRRNPOOL</b>
<b>EEO Category:</b>	<b>02</b>	<b>Grade:</b>	<b>04</b>
<b>Workers Comp Code:</b>	<b>9101</b>		

<b>Job Code Established:</b>	<b>12/23/98</b>	<b>Effective Date:</b>	
<b>Job Code Revised:</b>		<b>Effective Date:</b>	

**JOB CODE SERIES:** Medical and Dental Services Series

**JOB CODE TITLE:** REGISTERED NURSE-POOL (VS ONLY)

**HRIS TITLE:** RN POOL

**NOTE: THIS IS A SEASONAL POSITION. IT IS NOT TO BE FILLED WITH PERMANENT POSITIONS.**

### **CHARACTERISTICS OF THE CLASS:**

Works under immediate supervision of a physician or higher level professional nurse. Has the authority to administer medication, give injections, start and stop i.v.'s and perform other general nursing services as prescribed; act as lead over subordinate nursing staff. Provides a variety of skilled nursing care duties; assists in conducting physical examinations; records medical histories; administers first aid and emergency care; observes and assesses patients' behavior and progress; administers medications and injections; oversees subordinate staff in specific care; observes and assesses medical treatment and intervention according to care plan; acts as a lead. Work product consists of assuring that residents receive properly administered nursing care, treatment and services as prescribed. Responsible for carrying out all assigned nursing care, treatment and services in a professional and prescribed manner; providing training and on-the-job guidance to subordinate nursing staff.

**EXAMPLES OF DUTIES:** Resolves technical or work procedure problems and questions presented by subordinate level workers. Performs and oversees the carrying out of prescribed and required professional nursing services and resident care and treatment, e.g., administers medications, injections, i.v.'s, catheterizations, examining and assessing, etc. Maintains a chart recording resident's condition, treatments prescribed and taken, and other information pertinent to care. Receives essential information at beginning of daily tour of duty; holds briefing with subordinate level personnel, answers questions, participates in brief discussion. Attends staff meetings relating to resident care or client treatment; gives and receives information, participates in problem solving and decision making. Makes periodic nursing rounds during shift to assess condition of residents; evaluates care given to assure that timely, effective, and proper measures and being carried out to maintain hygienic environments. Instructs, guides and counsels subordinate-level workers in carrying out a variety of tasks. Attends staff meetings of work unit or section, under direction of work supervisor; gives and receives information helpful in work unit or work system operation. Writes incident reports in prescribed format. Confers with superior, presenting and resolving difficult problems or questions, discussing plans and actions to be taken, making decisions. Performs related work as required.

**WORK CONDITIONS:** Physical exertion, mental and emotional stresses related to caring for residents with varying degrees of physical and psychological disorders.

**KNOWLEDGE, SKILLS AND ABILITIES:**

**Knowledge of:** Nursing theory and practices; procedures and practices of team nursing; federal, state and agency rules and regulations governing general professional nursing practices and the control and security of medical supplies and medications and dispensing thereof; practices and procedures of developing treatment plans for resident care; practices and procedures of pharmacology and medicines.

**Skill/Ability to:** Professional nursing methods and techniques; interpreting and applying state and agency laws and regulations governing nursing practices; carrying out resident care plans within a team-nursing concept; observing and assessing behavior and progress of residents; oral and written communications; developing and maintaining interpersonal relationships; evaluating resident's condition and changing medical/physical psychological care needs.

**Experience and Education:** Typical ways to obtain the KSAs would be:

- One year of professional nursing experience.
- Any combination of training and experience that meet the knowledge, skills, and abilities (KSAs) may be substituted.

**SPECIAL SELECTION FACTORS:** Possession of a license to practice as a registered nurse in Arizona. A medical/physical evaluation is required prior to appointment.