

CLASSIFICATION SPECIFICATION

FLSA:	NEXP	Job Code:	ACV38043
Job Class Code:	580	Salary Schedule:	ASRRNURSE
EEO Category:	02	Grade:	17A
Workers Comp Code:	8833		

Job Code Established:	04/12/93	Effective Date:	
Job Code Revised:		Effective Date:	

JOB CODE SERIES: Geriatric Nursing Services

JOB CODE TITLE: GERIATRIC NURSE I

HRIS TITLE: GERIATRIC NURSE I

WORK DESCRIPTION: Provides a variety of skilled nursing care duties for infirm geriatric residents and/or patients; 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; may act in lead role.

WORK ACTIVITIES: 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 patient care and treatment, e.g., administers medications, injections, i.v.'s, catheterizations, examining and assessing, etc. Maintains a chart recording patient's condition, treatments prescribed and taken and other information pertinent to patient 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 patient care or client treatment; gives and receives information, participating in problem-solving and decision-making. Makes periodic nursing rounds during shift to assess condition of patients; evaluates care given to assure that timely effective and proper measures are 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 decision. Trains new workers on the job to perform tasks that will become part of everyday work routine. Conducts and participates in in-service training and staff development programs for regularly employed staff. Integrated into work routine, or in time set aside for training acquires knowledge and skills needed for advancement to journey level in the work system. Performs related work as required.

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

SUPERVISION: Works under immediate supervision of a physician or higher level professional nurse.

WORK RESULTS/PRODUCTS: Residents and/or patients receiving properly administered nursing care, treatment and services as prescribed; trained subordinate nursing staff carrying out assigned duties in an efficient and prescribed manner.

RESPONSIBILITY: For carrying out all assigned geriatric nursing care, treatment and services in a professional and prescribed manner; providing a safe, therapeutic and hygienic environmental; providing training and on-job guidance to subordinate nursing staff.

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.

KNOWLEDGE, SKILLS AND ABILITIES

Knowledge of: Gerontological/geriatric nursing theory and practices. Procedures and practices of team nursing. Federal, state and agency laws, 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 patient care. Effects of the aging process. Resident's condition and changing medical/physical/psychological care needs. 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 geriatric nursing practices. Developing and carrying out patient care plans within a team nursing concept. Observing and assessing behavior and progress of patients. Oral and written communication. Interpersonal relationship.

SPECIAL SELECTION FACTORS: One year of professional nursing experience which included experience caring for infirm geriatric residents or patients; OR a Bachelor's degree from an accredited college or university in nursing that included accredited courses in Geriatric Nursing or Gerontology. Possession of a license to practice as a registered nurse in Arizona. A temporary permit will be accepted for appointment to this class but a license is a prerequisite for permanent status. A medical/physical evaluation is required prior to appointment.