

## STATE OF ARIZONA JOB CODE CLASSIFICATION SPECIFICATION

<b>FLSA:</b>	<b>NEXP</b>	<b>Job Code:</b>	<b>ACV38049</b>
<b>Job Class Code:</b>	<b>580</b>	<b>Salary Schedule:</b>	<b>ASRRNURSE</b>
<b>EEO Category:</b>	<b>02</b>	<b>Grade:</b>	<b>20B</b>
<b>Workers Comp Code:</b>	<b>8833</b>		

<b>Job Code Established:</b>	<b>06/29/06</b>	<b>Effective Date:</b>	<b>07/01/06</b>
<b>Job Code Revised:</b>		<b>Effective Date:</b>	

**JOB CODE SERIES:** Geriatric Nursing Services Series

**JOB CODE TITLE:** GERIATRIC VETS SVC NURSE II

**HRIS TITLE:** GERIATRIC VETS SVC NURSE II

**CHARACTERISTICS OF THE CLASS:** Works under general supervision of a physician or higher level professional nurse. Has the authority to assign tasks to subordinate staff and review and evaluate; administer and supervise administration of prescribed medications; plan and carry out plans for patient care; administer emergency care and treatment. Provides a variety of nursing care for infirm geriatric residents and/or patients; oversees and trains subordinate staff in specific patient care; observes and assesses patients' behavior and physical conditions; administers medical treatment and intervention according to care plan; acts as lead or performs limited supervision on an assignment. Work product consists of residents and/or patients receiving properly administered nursing care, treatment and services; assigned tasks of subordinate staff reviewed and evaluated. Responsible for carrying out all geriatric nursing care, treatment and services in a professional and prescribed manner; providing a safe, therapeutic and hygienic environment; assigning and overseeing duties of subordinate staff. Participates in the Veterans Services Nursing Step Plan.

**EXAMPLES OF DUTIES:** Receives essential information at beginning of daily tour of duty; holds briefings with subordinate-level personnel, answers questions, participates in brief discussion. Performs and oversees the carrying out of prescribed and required professional nursing services and patient care and treatment, e.g., administering medications, injections, i.v.'s and catheterization, examining and assessing, etc. Resolves problems and questions presented by subordinate workers regarding work methods and processes. 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 environment. Maintains a chart recording patient's condition, treatments prescribed and taken, and other information pertinent to patient care. Attends staff meetings relating to patient care or client treatment; gives and receives information, participating in problem-solving and decision-making.

Reviews work products or achievements of subordinate workers; evaluates work and formulates plans for improvement. 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.

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

**KNOWLEDGE, SKILLS AND ABILITIES:**

**Knowledge of:** gerontological/geriatric nursing theory and practices; effects of the aging process; practices and procedures of team nursing; practices and procedures of developing treatment plans for resident/patient care; practices and procedures of pharmacology and medicines; Federal, State and agency laws, rules and regulations governing general professional nursing practices; Federal, State and agency laws, rules and regulations governing the security, control and dispensing of medical supplies and medications.

**Skill/Ability to:** professional nursing methods and techniques. Care for infirm, geriatric residents or patients; observe behavior and assess progress of patients; apply and interpret State and agency laws and regulations governing geriatric nursing practices; develop and carry out patient care plans within a team nursing concept; communicate verbally and in writing; establish and maintain work relationships.

**SPECIAL SELECTION FACTORS:** Requires the ability to pass a post-offer physical exam. Required at the time of appointment: possession of a license or a temporary permit to practice as a registered nurse in the State of Arizona. Required for permanent status: possession of a license to practice as a registered nurse in the State of Arizona.