

STATE OF ARIZONA JOB CODE CLASSIFICATION SPECIFICATION

FLSA:	NEXP	Job Code:	ACV38082
Job Class Code:	580	Salary Schedule:	ASWRNURSE
EEO Category:	02	Grade:	N2
Workers Comp Code:	8833		
Job Code Established:	07/17/07	Effective Date:	05/01/07
Job Code Revised:		Effective Date:	

JOB CODE SERIES: Nursing Series

JOB CODE TITLE: ARIZONA COMMUNITY PROTECTION AND TREATMENT CENTER NURSING SHIFT SUPERVISOR

HRIS TITLE: ACPTC NURSING SHIFT SPVR

CHARACTERISTICS OF THE CLASS: Under the direction of a Nursing Supervisor, performs complex and varied tasks requiring independent knowledge, its application to a variety of situations, as well as exercise of independent judgment in supervising the nursing services for an assigned work shift. Responsible for quality nursing care and therapeutic interaction with patients and input into treatment plans.

EXAMPLES OF DUTIES: Individual positions will be responsible of overseeing and providing direct patient care and some or all of the listed duties; may act as a House Supervisor at prescribed intervals. Provides direct supervision of nursing services of a professional and technical staff on a shift. Maintains quality assurance nursing standards consistent with the philosophy and objectives of the agency. Utilizes records and medical charts of patients, clinical diagnosis, treatments and laboratory results as a guide for further determinations and treatments. Provides input and participation in specialized patient care treatment plans. Confers with and advises nursing supervision and staff in matters relating to medical records maintenance and control. Ensures environmental and safety standards of the agency are met. Responds to all medical emergencies, assesses physical status, and administers first aid. Instructs and counsels subordinate staff in assessment and evaluation of patient behavior crisis and body manipulation for intervention. Monitors and assesses patients in seclusion, documents and evaluates the reactions for effectiveness. Role models nursing techniques and practices; evaluates staff. Writes monthly nursing summaries, documentation of shift activities and patient progress notes. Facilitates work unit staff meetings. Participates in academic and in-service training programs. Discharges and transfers patients completing reports according to procedures. Performs other related work as required.

WORK CONDITIONS: Some degree of hazard is present in working with patients.

KNOWLEDGE, SKILLS AND ABILITIES:

Knowledge of: Nursing principles, methods and techniques; principles and practices of work leadership and management; agency policies and procedures. Pharmacology side effects; agency's continuing self-education training programs.

Skill/Ability to: Plan, assign, train and evaluate staff; implement nursing assessments and treatment plans; establish and maintain work relationships with members of other disciplines; maintain nursing standards consistent with the philosophy, objectives and standards of the agency.

SPECIAL SELECTION FACTORS: Required at time of appointment: possession of a current license to practice as a registered nurse in the State of Arizona. Requires ability to pass a post-offer physical exam.