

# **JOB ANNOUNCEMENT**

**POSITION:** Clinical Registered Nurse or IV Certified LPN (2 positions)  
**PROGRAM:** Nursing  
**SUPERVISOR:** Nursing Administrator  
**SALARY RANGE RN:** \$32.59 - \$43.64 (Grade 30, Step1-Grade 36, Step 1) DOQ  
**LPN SALARY:** \$27.06 - \$31.04 (Grade 25, Step 3 – Grade 29, Step 1) DOQ  
**CLASSIFICATION :** NON-Exempt  
**LOCATION:** Owyhee Community Health Facility

**OPENS: January 28, 2021**

**CLOSES: Open Until Filled**

**SPECIFICATIONS:** All applications must be fully completed. Any incomplete, undated or unsigned applications will not be processed (Do not refer to the resume in lieu of making required comments on the application) Please attach all required documentation as specified in the Job Announcement. **Failure to attach required documents will disqualify you from consideration for this position.** Employment Applications are available at the Human Resource Department. Any questions regarding this position is to be directed to the Human Resource Department at the above listed telephone number.

Preference for filling vacancies will be given to qualified Indian Applicants in accordance with the Indian Preference Act (Title 25 U.S. Code, Section 472 and 473). However, the Shoshone-Paiute Tribes is an equal opportunity employer and all qualified applicants will be considered in accordance with the provisions of Section 703 (l) of the Title VII of the Civil Rights Act of 1964, as amended.

**The Shoshone-Paiute Tribes application form for employment must be received by the Human Resources Office by 5:00 PM of the closing date of this job announcement.**

All Interview notifications will be made by certified mail. It is your responsibility to notify HR if your mailing address and/or phone number changes.

In accordance with Shoshone-Paiute Tribes' Resolution No. 00-SPR-31, all new employees are required to pass a pre-employment drug/alcohol test.

**THE SHOSHONE-PAIUTE TRIBES RESERVES THE RIGHT TO CONDUCT BACKGROUND CHECKS ON ALL NEW EMPLOYEES. In accordance with Shoshone-Paiute Tribes' Resolution No. 95-SPR-135**

**Special Considerations:**

Because of the sensitive and trusted nature of this position, the clinical registered nurse or licensed practical nurse are subject to initial, for cause, and suspicion less (random) drug/alcohol testing and a thorough background check. This individual works in patient situations requiring mental alertness and in the course of their employment, regularly comes into contact with children and seniors. This person may operate Tribal vehicles and/or equipment during their employment.

## **SUMMARY OF FUNCTIONS:**

The RN incumbent is a member of the health care team and serves as a clinical RN performing professional nursing duties in the Out-patient Clinic. Under the general direction of the Nursing Administrator, the RN will plan, implement, and evaluate nursing care plans, supervise day to day activities of subordinate staff; and provide for the coordination of services as specified in the patient plan of care.

The LPN performs a variety of nursing care tasks involving standardized procedures requiring knowledge and consideration of specific patient conditions and treatments. The incumbent screens and assesses patients prioritizing by established protocols and guidelines. The LPN reports directly to the Nursing Administrator or designee for emergent or high priority cases.

The RN or LPN incumbent is competency tested prior to providing direct patient care.

## **MAJOR DUTIES & RESPONSIBILITIES:**

1. Coordinates and directs the care of patients in clinic. Participates in patient care service planning, which involves assessment and evaluation of adult and pediatric patients.
2. Participates in the development of policies and procedures to enhance patient care outcomes. Plays an active role in performance improvement projects.
3. The clinical RN accepts responsibility to provide leadership, supervision and instruction to subordinate staff. Ensures SPT employee work rules are followed in the clinical setting.
4. The LPN may delegate tasks to the clinic CNA but is not responsible to provide supervision or direction for daily clinic activities.
5. Interviews patients, and family members. Consults with attending provider and staff from other departments to determine health care services required.
6. Reviews and interprets findings to distinguish between normal and abnormal conditions during patient screening and assessment. Reports critical lab values, and abnormal radiology findings immediately to the attending provider.
7. Communicates clearly, effectively, and appropriately with other staff members within the facility.
8. Carries out treatments and emergency procedures as required. Administers medications to pediatric and adult patients using a variety of routes, IM, PO, etc. The IV certified LPN may administer normal saline for fluid replacement.

The clinical RN administers IV medications as ordered.

9. Observes and documents patient's response to medication and treatment. Maintains the electronic health record (EHR) with timely documentation, observations, and nursing interventions.

10. The clinical RN provides guidance, direction and training to ancillary staff. Provides orientation and training to new nursing personnel after successful completion of six-month probationary period.
11. Provides counseling and teaching to patients and families on preventive, curative, and rehabilitative measures to achieve optimal health potential.
12. Participates in the development and evaluation of standards of nursing care for adult and pediatric patients.
13. Work is performed on a regularly assigned basis to provide continuity of patient care and services during regular Monday to Friday clinical hours. During disaster and emergency situations nursing staff are subject to recall to duty.
14. Performs other related duties as assigned by immediate supervisor.

#### **EDUCATION & WORK EXPERIENCE REQUIRED:**

1. The RN must possess current CPR and AED training. ACLS and PALS certifications are preferred.
2. The LPN must possess current CPR and AED training. ACLS and PALS certifications are preferred.
3. The RN or LPN must possess an AND, however a BSN will be preferred.

#### **SUPERVISORY CONTROLS:**

The Nursing Department, through the Nursing Administrator, makes worksite assignments and coordinates guidance on complex and/or modified nursing procedures and techniques. The Clinical RN independently plans and provides comprehensive nursing care and services without specific instructions. The Clinical RN may discuss difficult or unusual problems with the Nursing Administrator. Work is subject to review for effectiveness of operations and compliance with legal requirement, protocols and professional standards of nursing. The LPN works directly under the supervision of the Nursing Administrator or designee.

#### **Guidelines and Other Factors Required:**

Guidelines include provider's orders, standing orders, nursing policies and procedures, and facility wide policies. The Clinical RN uses judgment in determining a course of action when a number of options present. For example, a change in an adult or pediatric patient's condition may warrant continual intensive observation, notifying the primary provider of status change, or immediately initiating ACLS or PALS protocols.

The LPN must possess knowledge and skills sufficient to use a body of standardized patient care polices and procedures for a wide variety of patients and related nursing care such as administering medications, catheterizing, irrigating, suctioning, and other supportive procedures.

1. The RN must have knowledge of professional nursing standards of care, principles, and practices. Critical thinking and assessment skills which include consideration of the physical, emotional, spiritual, and socio-cultural aspects of care impacting health care services and delivery.

2. The LPN follows guidelines in the form of policies and procedures that cover nursing care. Work assignments consist of nursing care duties that involve related steps, processes, and methods when performing patient care, and patient teaching.
3. Knowledge of the many different types of patient care/services, and the ability to accurately and completely document all related clinical data. Maintains HIPPA standards.
3. The clinical RN must have knowledge of disease entities, in order to recognize complications that might occur in adult and pediatric patients and the therapeutic interventions required.
4. Knowledge of pharmaceuticals and adult and pediatric dosages, in order to recognize desired therapeutic effect, side effects, and complications of their use.
5. Knowledge of human behavior during stressful situations in order to interact with patients and their families with emotional control, tact, patience, and reliability.
6. Knowledge of the availability and use of resources designated as primary care and referral services.
7. The clinical RN must have the ability to recognize adverse signs and symptoms in adult and pediatric patients, which are not always apparent, and to react promptly in emergency situations, including the implementation of life saving procedures.

During ACLS or PALS resuscitation, the clinical RN may delegate duties to the LPN within the LPN scope of practice.

8. Skill in operating specialized medical equipment.
9. Ability to develop or participate in developing, patient care plans and standards for the delivery of nursing services.
10. Ability to provide individual and family counseling, guidance, and health instruction to help patients and their families understand how to prevent disease and maintain good health.
11. The RN incumbent must possess the ability to provide guidance and leadership to other nursing personnel.
12. The RN or LPN incumbent will participate in the coordination of patient services, and discharge planning as an active member of the Aftercare Committee.

**Physical Demands:**

Work requires walking, standing, bending, and some lifting in order to assist patients out of wheelchairs, and onto or off exam tables or stretchers.

**Work Environment:**

Work is performed in the Out-patient Clinic where there is exposure to contagious disease. Some degree of risk is involved with working with emotionally disturbed and or/inebriated patients.

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Employee Signature