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| <b>TITLE:</b>      | Registered Nurse Wound Care   |
| <b>REPORTS TO:</b> | Manager Wound Care Services   |
| <b>REVISED:</b>    | 02/2015, 04/2018, 04/2020, 09/2021  |
|                    | See current organizational chart for oversight/administrative support information |

**PRIMARY FUNCTION:**

Advancing exceptional care by serving as a clinical resource and consultant for patients with gastrointestinal, genitourinary, and integumentary systems in accordance with the philosophy, goals, and objectives of Clarinda Regional Health Center.

**QUALIFICATIONS:**

**Education and/or Experience**

- Graduate from an accredited school of nursing
- Graduate of a Wound Ostomy Continence Nurse (WOCN) accredited program
- Bachelor’s degree in nursing required
- Two years nursing experience preferred

**Certificates, Licensure, Registrations**

- Currently licensed as a Registered Nurse in the State of Iowa or compact state
- Current Board Certification as Wound Care Nurse
- Basic Life Support (BLS) (or willing to obtain within 60 days of employment)
- Mandatory Reporter of Iowa Certificates (Dependent Adult and Child Abuse) (or willing to obtain within 60 days of employment)

**GENERAL REQUIREMENTS:**

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. The requirements listed below are representative of the knowledge, skill, and / or ability required:

- Ability to add, subtract, multiply, and divide
- Ability to generate, read, interpret, and take action as it relates to basic financial statements, national and state regulations, safety rulings, operational and maintenance and organizational policies / procedures
- Ability to write reports and correspondence
- Ability to effectively present information to patients, families, employees, health care providers, etc.
- Ability to work cooperatively and communicate effectively to maintain good working relationships with staff and health care providers
- Ability to work with skill in identifying problems

**EQUIPMENT, TOOLS, MATERIALS:**

- Computer and printer
- General office materials/equipment/supplies
- Information systems

- Telephone system
- All Patient Care Equipment
  - Lifts, beds, computers, glucometers, etc.

**SECURITY/ACCESS:**

- Will have access to the facility 24 hours a day.
- Will have access to confidential information abiding by the organizations privacy policies and regulations concerning this information.

| <b>Essential Job Duties and Responsibilities</b> |   |
|--|---|
| 1.   | <p>Utilizes the nursing process, for the performance of patient care, to assess, plan, intervene, and evaluate patient care to achieve prioritized patient outcomes.</p> <ul style="list-style-type: none"> <li>• Performs patient/family teaching for assessed knowledge deficits.</li> <li>• Evaluates patient progress toward desired outcomes prior to discharge.</li> <li>• Demonstrates personal accountability in the delivery of patient care in a competent, professional and compassionate manner.</li> <li>• Assesses, plans, implements and evaluates patients following Wound Ostomy Continence (WOC) guidelines.</li> </ul> |
| 2.   | <p>Performs admission and assessment activities for each patient.</p> <ul style="list-style-type: none"> <li>• Documents allergies and type of reaction.</li> <li>• Maintains patient flow from waiting area to exam rooms and keeps patients informed of unexpected waits.</li> </ul>  |
| 3.   | <p>Assists provider during clinic in accordance with scope of practice. This includes, but not limited to:</p> <ul style="list-style-type: none"> <li>• Collects and prepares specimens for lab tests.</li> <li>• Maintains instruments and equipment.</li> <li>• Preps patients for procedures.</li> <li>• Prepares patient information for chart.</li> <li>• Performs treatments as ordered.</li> <li>• Provides patient teaching as needed during clinic visit including family or significant other as indicated.</li> </ul>  |
| 4.   | <p>Performs emergency treatment as required in accordance with RN scope of practice.</p> <ul style="list-style-type: none"> <li>• Initiates or assists in patient care in an effective and responsive manner as each situation requires.</li> <li>• Triage each emergency situation appropriately and involves other resources as appropriate.</li> <li>• Follows emergency policies, procedures and protocols in an effective manner.</li> <li>• Demonstrates ability to remain calm in emergent and stressful situations.</li> </ul>  |
| 5.   | <p>Demonstrates responsibility for individual performance and efficient utilization of products, supplies, equipment, and time.</p> <ul style="list-style-type: none"> <li>• Maintains consistent level of productivity.</li> </ul>   |

| <b>Essential Job Duties and Responsibilities</b> |   |
|--|---|
|  | <ul style="list-style-type: none"> <li>• Performs other support functions, as needed, to enhance clinic flow (housekeeping, clerical, etc.).</li> <li>• Utilizes products and supplies efficiently.</li> <li>• Utilizes Product Evaluation Process to introduce new supplies/products.</li> <li>• Performs consistent and accurate charging/billing.</li> </ul>   |
| 6.   | <p>Assists with production and revision of policies and procedures to reflect current guidelines and standards.</p> <ul style="list-style-type: none"> <li>• Develops and educates on new policies and procedures.</li> <li>• Performs regular reviews and revision as needed of policies and procedures to comply with standards.</li> <li>• Uses established facility process to implement or revise policies and procedures and obtain approval.</li> </ul>  |
| 7.   | <p>Provides appropriate education to patients, caregivers, and staff regarding skin care, wound management, percutaneous tubes and draining wound, ostomies and supplies</p> <ul style="list-style-type: none"> <li>• Assists with nursing education at least 2 times during year to nursing staff.</li> <li>• Consults/educates if complications or new diagnosis to family/patient.</li> <li>• Uses appropriate teaching materials and methods.</li> </ul>  |
| 8.   | <p>Performs and maintains documentation.</p> <ul style="list-style-type: none"> <li>• Documents accurate and ongoing assessments of patient status that reflect nursing interventions, patient responses, patient teaching and status of outcomes at discharge.</li> </ul>  |
| 9.   | <p>Communicates effectively.</p> <ul style="list-style-type: none"> <li>• Communicates and collaborates effectively with other health team members regarding patient condition, nursing plan of care, patient satisfactions needs and recommendations for meeting identified outcomes.</li> <li>• Identifies and recognizes abnormal symptoms/changes in patient condition, established priorities, and takes appropriate action. Appropriately reports condition changes to medical provider.</li> </ul>   |
| 10.  | <p>Promotes and ensures patient safety in performance of all responsibilities.</p> <ul style="list-style-type: none"> <li>• Administers treatments and procedures in a timely and safe manner according to physician orders and nursing policy.</li> <li>• Demonstrates proficient technical/clinical skills and operational knowledge of equipment on unit.</li> <li>• Informs and involves manager regarding patient care issues in a timely and appropriate manner.</li> <li>• Utilizes proper body mechanics, transfer/lifting techniques and appropriate equipment to minimize fall risk to patient and injury to self.</li> </ul> |
| 11.  | <p>Participates in CRHC'S LEAN program, committees, performance and quality improvement initiatives, and activities which support the facility and department operations.</p> <ul style="list-style-type: none"> <li>• Demonstrates a commitment to the practices of Quality Improvement (QI).</li> <li>• Regularly attends Department huddles.</li> <li>• Completes tasks as outlined on Department Huddle Board.</li> </ul>   |

| Essential Job Duties and Responsibilities |                                    |
|---|------------------------------------|
| 12.                                       | Performs other duties as assigned. |

| <b>ESSENTIAL Work Environment &amp; Physical Requirements:</b>   |                |                                |                             |                                |
|--|----------------|--------------------------------|-----------------------------|--------------------------------|
| The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. |                |                                |                             |                                |
| Physical Activity  | Not Applicable | Occasionally<br>(0-35% of day) | Frequent<br>(36-66% of day) | Continuous<br>(67-100% of day) |
| Sitting  |                | X                              |                             |                                |
| Standing   |                |                                | X                           |                                |
| Walking  |                |                                | X                           |                                |
| Climbing   | X              |                                |                             |                                |
| Driving  |                | X                              |                             |                                |
| Lifting (floor to waist level)   |                | 10 lbs.                        |                             |                                |
| Lifting (waist level and above)  |                | 10 lbs.                        |                             |                                |
| Lifting (shoulder level and above)   |                | 10 lbs.                        |                             |                                |
| Carrying objects   |                | X                              |                             |                                |
| Push/pull  |                | 50 lbs.                        |                             |                                |
| Twisting   |                | X                              |                             |                                |
| Bending  |                | X                              |                             |                                |
| Reaching forward   |                |                                | X                           |                                |
| Reaching overhead  |                | X                              |                             |                                |
| Squat/kneel/crawl  |                | X                              |                             |                                |
| Wrist position deviation   |                |                                | X                           |                                |
| Pinching/fine motor activities   |                |                                | X                           |                                |
| Keyboard use/repetitive motion   |                |                                | X                           |                                |

| Sensory Requirements | Not Applicable | Accurate 20/40 | Very Accurate 20/20 |
|----------------------|----------------|----------------|---------------------|
| Near Vision          |                | X              |                     |
| Far Vision           |                | X              |                     |
| Color Discrimination |                |                | X                   |
| Depth Perception     |                | X              |                     |
| Hearing              |                | X              |                     |

| Environment Requirements                    | Not Anticipated | Reasonably Anticipated |
|---|-----------------|------------------------|
| <i>Occupational Exposure Risk Potential</i> |                 |                        |
| Bloodborne Pathogens                        |                 | X                      |
| Chemical                                    |                 | X                      |
| Airborne Communicable Disease               |                 | X                      |
| Extreme Temperatures                        | X               |                        |
| Radiation                                   |                 | X                      |
| Uneven Surfaces or Elevations               | X               |                        |
| Extreme Noise Levels                        | X               |                        |
| Dust/Particulate Matter                     | X               |                        |
| Other (List)                                |                 |                        |

| Shift Requirements | 8 hrs/day | 10 hrs/day | 12 hrs/day | Other (varied) |
|--------------------|-----------|------------|------------|----------------|
|                    |           |            |            |                |

|  |          |          |  |  |
|--|----------|----------|--|--|
| Usual workday hours                              | <b>X</b> |          |  |  |
| Regular, punctual attendance for assigned shifts |          | <b>X</b> |  |  |
| Available to work overtime                       |          | <b>X</b> |  |  |

**APPLICANT ESSENTIAL FUNCTION FORM**

Name (please print): \_\_\_\_\_

Position Applied For: \_\_\_\_\_ Date: \_\_\_\_\_

In compliance with the Americans with Disabilities Act, we are requesting that you read the job description for which you are applying and answer the following question. If you would like assistance with this process, please ask Human Resources.

**Can you perform the essential functions of the position with or without reasonable accommodations?**

**YES**

**NO**

Signature: \_\_\_\_\_