

**CLAIBORNE MEMORIAL MEDICAL CENTER**  
**Nursing Department**  
**Job Description**

**REGISTERED NURSE – INTENSIVE CARE UNIT**

**STATEMENT OF PURPOSE:**

To provide support for the mission and vision of the hospital through your actions, attitudes, and personal conduct as a team member of your department, an employee of the hospital, and a contributor to the health and wellbeing of the patients we service; to provide the duties outlined in this job description to the best of your abilities; and to strive for excellent service to your customers.

**JOB SUMMARY:**

Provides individualized, goal directed nursing care to ICU patients through use of assessment, planning, implementation and evaluation from admission to discharge. Communicates with physicians and practitioners about changes in patient's status, symptoms, and results of diagnostic studies. Is able to respond quickly and accurately to changes in condition or response to treatment.

**GENERAL DUTIES:**

1. Support your manager and administration in the implementation of the hospital's mission, vision, and overall goals.
2. Actively participate as a member of your department by providing excellent customer service, identifying areas for improvement and implementing operational changes.
3. Assist your department in providing efficient and effective patient care by actively participating in the orientation process, your department meetings, available educational events, personal performance evaluations and focused counseling opportunities.
4. Promote high standards of performance by exhibiting compassion and professionalism at all times and by being responsible for your actions, attitude, and body language.
5. Communicate in a timely and effective manner using multiple communication mediums. This includes notes, e-mails, phone calls, one-on-one interaction, and participation in meetings.
6. Support performance improvement monitoring by collecting data, reporting incidents, identifying patient care problems and providing performance information to your manager.
7. Assist your manager in meeting departmental budget goals, identifying capital equipment needs, and developing new strategic goals for the department.
8. Follow all departmental and hospital policies. Request clarification and guidance if needed.
9. Keep track of equipment and supplies to make sure your department retains the tools needed to provide patient care and to assure departmental resources are used wisely.
10. Manage your time to assure you clock in and out as scheduled, complete your assignments within the scheduled timeframe, and minimize changes in the departmental work schedule.

**SPECIFIC DUTIES:**

1. Provides direct patient care, evaluates outcomes, consults with other staff and providers as needed and adjusts nursing care processes as indicated to ensure optimal patient care.
2. Administers medications and performs treatments in accordance with ICU medical plan of care.
3. Able to perform head to toe assessments on all patients and focused reassessments as needed.
4. Maintains accurate and continued nursing documentation.
5. Assists physicians with special tests and procedures within the department and in the Radiology department, as required; properly monitors patients.

6. Interprets advanced arrhythmia strips and orders EKG's to clarify major alterations in rhythm, or runs an EKG in an emergency situation. Acts as a resource person for interpretation, rationale, and treatment of arrhythmias.
7. Adjusts the rate, milliamperage, or polarity of a temporary pacemaker in accordance with physician's specific orders.
8. Performs cardio-pulmonary resuscitation in the unit and responds to Code Blue situations within the hospital as required.
9. Performs defibrillation as required.
10. Tests monitoring equipment in accordance with written instructions from the electronic maintenance company and the manufacturer.
11. Monitors vital signs via central pressure or arterial pressure.
12. Starts IV's and monitors IV fluids for correct rate.
13. Stock crash cart for availability of medications, supplies and check dates of expired items.
14. Identifies advanced arrhythmias and provides intervention according to established procedures; anticipates arrhythmias and complications based on knowledge of pathophysiology; takes appropriate action.
15. Instructs co-workers in technical skills and use of ICU equipment; troubleshoots equipment as necessary.
16. Communicates nursing care through oral and written reports consistent with unit guidelines.
17. Interprets reports (EKG, urinalysis, radiology studies, hematology studies, chemistry profiles, coagulation studies, serial cardiac enzymes, arterial blood gases) and reports abnormal values to the physician.
18. Assists with the orientation of nursing personnel to ICU.
19. Operates all ICU equipment.
20. Treats patients, visitors, and staff with respect and dignity. Acts as liaison between administration, patients, physicians and other healthcare providers.

#### **REQUIREMENTS/QUALIFICATIONS:**

**Education relevant to the needs of ICU personnel and patients will be provided on an on-going basis.**

1. Graduate of an accredited school of nursing.
2. Required to maintain a current Registered Nurse license in Louisiana.
3. Required to maintain a current certification in BLS, CPI, ACLS and PALS. If not current upon hire, will attend class within six months to obtain certification.
4. Required to complete annual restraint education.
5. Required to maintain moderate sedation education every two years.
6. Required to participate in annual Infection Prevention education.
7. Required to follow Infection Prevention guidelines (i.e., proper use of isolation precautions, proper use of PPE, etc.)
8. Required to follow all Employee Health protocols (i.e., annual TB skin test, annual flu vaccine, annual employee physical (if maintaining health insurance) etc.).
9. Required to complete annual training including HEAT, Ethics and Omnicell.
10. Required to attend all mandatory inservices including departmental meetings.
11. Required to be a role model and support person for LPN's and CNA's.
12. Required to participate in monthly PI.
13. Required to have basic computer knowledge.
14. Required to have the ability to communicate effectively in English, both written and verbally.
15. Required to pass pre-employment drug screen and random drug screens.

**PROFESSIONAL REQUIREMENTS:**

1. Adheres to dress code, appearance is neat and clean.
2. Completes annual education requirements.
3. Maintains regulatory requirements, including all federal, state, local regulations and accrediting organization standards.
4. Maintains and ensures patient confidentiality at all times.
5. Reports to work on time and as scheduled, completes work within designated time.
6. Wears identification while on duty, uses computerized punch time system correctly.
7. Completes inservices and returns in a timely fashion.
8. Attends annual review and department inservices, as scheduled.
9. Attends at least 10 staff meetings annually, reads and returns all monthly staff meeting minutes.
10. Represents the organization in a positive and professional manner.
11. Actively participates in performance improvement and continuous quality improvement (CQI) activities.
12. Complies with all organizational policies regarding ethical business practices.
13. Communicates the mission, ethics and goals of the hospital, as well as the focus statement of the department.

**STAFFING/SCHEDULE:**

Schedules are provided for each department in a four (4) week time frame. Depending on needs of the department (i.e., census, employee illness, vacation requests, etc.) staff may be asked to work other shifts to cover the department with the appropriate number of staff. This includes:

1. Working shifts that are not the employee's normally scheduled shifts.
2. Working other departments that are not the employee's normally scheduled department.
2. Working times that are not the employee's normally scheduled time (i.e., 7a – 7p, 7p – 7a).
3. Taking call for the unit – Call means that you do not report to work unless the need arises and you are notified that extra staff is called to work. Taking call means that you are available for a set time frame, normally a 12 hour shift, and that you can report to work within 30 minutes after notification, and will work the shift or until the need for extra staffing has been fulfilled.
4. If asked to work a different shift or to take call, the employee will be paid according to the facilities set shift differential and call pay rates.

**PHYSICAL DEMANDS:**

1. Walking and/or standing approximately 80-90% of the day.
2. Sitting approximately 10-20% of the day.
3. Must be able to lift up to 40 lbs. (no less than 20 lbs.) less than 30% of the day.
4. Must be able to bend, stoop, kneel, and reach over the head less than 10% of the day.

**DISCLAIMER:**

This is not an exhaustive list of all responsibilities, skills, duties, requirements, efforts or working conditions associated with the job. While this is intended to be an accurate reflection of the current job, management reserves the right to revise the job or to require that other or different tasks to be performed when circumstances change.

**RESPONSIBILITY:**

The Intensive Care Department Registered Nurse is directly responsible to the Intensive Care Unit Nurse Manger.

**DIRECT REPORTS:**

Include the LPNs and CNAs working in ICU.

**ACCEPTANCE:**

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**Signature**

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**Date**