



MARIPOSA COUNTY

Human Resources/Risk Management • (209) 742-1379



RESOLUTION - ACTION REQUESTED 2016-174

MEETING: April 19, 2016

TO: The Board of Supervisors

FROM: Steve Johnson, Human Resources Director - Risk Manager

RE: Amendment to Registered Nurse Job Description

RECOMMENDATION AND JUSTIFICATION:

Approve amendments to the Registered Nurse job description by adding Typical Working Conditions and Typical Physical Requirements for Americans with Disabilities Act (ADA) compliancy purposes; and amend the minimum qualifications to better clarify the requirements needed to qualify for a Registered Nurse position in Mariposa County.

For many years, the Registered Nurse position has been filled at the Extra-Help level, and so the job description for this position was not amended during the 2004 comprehensive classification study for full time positions. As a result, the Registered Nurse job description did not contain language pertaining to Typical Working Conditions and Typical Physical Requirements. Job descriptions that were adopted in 2004 as well as several new job descriptions adopted since 2004 contain this language. Although not required, it is important to have ADA compliant language in job descriptions.

Currently, the minimum qualifications for the Registered Nurse allows for a candidate to have nominal qualifications to qualify for the position. By clarifying the minimum qualifications to include that a qualified candidate is required to have an Associate's Degree in nursing as well as one year of experience, the Health Department will have the ability to attract and hire a seasoned nurse candidate.

BACKGROUND AND HISTORY OF BOARD ACTIONS:

From time to time, the Board approves amended job descriptions when necessary.

ALTERNATIVES AND CONSEQUENCES OF NEGATIVE ACTION:

Do not amend the job description as requested. The Health Department will not have the ability to attract a more seasoned applicant for the Registered Nurse position.

FINANCIAL IMPACT:

Not applicable.

ATTACHMENTS:

Registered Nurse (DOC)

CAO RECOMMENDATION

Requested Action Recommended


Mary Hodson, CAO 4/13/2016

RESULT: ADOPTED BY CONSENT VOTE [UNANIMOUS]

MOVER: Rosemarie Smallcombe, District I Supervisor

SECONDER: Merlin Jones, District II Supervisor

AYES: Smallcombe, Jones, Long, Cann, Carrier

REGISTERED NURSE

DEFINITION

Under general supervision, to provide nursing services in clinics, conferences, schools, and homes. Clinical nursing services provided will be those ordinarily considered within the scope of the registered nurse in the State of California.

SUPERVISION RECEIVED AND EXERCISED

Receives supervision from the Public Health Nursing Manager or County Health Officer.

EXAMPLES OF ESSENTIAL FUNCTIONS

Provides initial patient assessment, invasive nursing services including injection of biological substances, venapuncture, finger stick determinations for chemical analysis, and related activities.

Provides patient assessment and intervention within the scope of the registered nurse and pertaining to mental health, substance abuse and dependence, infectious disease, maternal and child health, pediatric health, and related areas.

Provides acute nursing intervention including resuscitation and provision of CPR when required.

May provide program direction for a specific health care program or constellation within the scope of the registered nurse and under the supervision of the Public Health Nursing Manager or Health Officer; such activities would include community outreach, education, counseling, identification of high-risk persons, intervention for high-risk persons, provisions of nursing, and appropriate administrative activities which would support such a program.

EMPLOYMENT STANDARDS

Knowledge of:

Principles, methods, and procedures of nursing as applied to the usual scope of registered nursing in the State of California.

Availability of technical methods needed for the performance of such nursing skills including laboratory tests and diagnostic tests within the scope of a registered nurse.

Availability of consultative services from physician or public health nurse.

Methods of community outreach and community organization applicable to a program of health care delivery or intervention for a health problem.

Principles and specifics regarding pharmacology, physiology, biochemistry, and psychology as applicable in clinical nursing.

Principles of mental health.

Ability to:

Work effectively with individuals and families to assist them in the satisfactory resolution of health problems.

Establish and maintain cooperative relations with public and private social health agencies.

Analyze clinical situations accurately and take appropriate action.

Document clinical parameters in patient care and nursing interventions in a manner consistent with the current evidence based practices.

Work effectively with co-workers.

Understand and execute oral and written instructions.

TYPICAL WORKING CONDITIONS

Work is performed in an office and clinic environment. Incumbent drives on surface streets and may be exposed to traffic hazards, adverse weather conditions, temperature extremes, wetness, communicable disease, pathogenic substances, odors, skin irritants.

TYPICAL PHYSICAL REQUIREMENTS

Requires the mobility to work in an office and clinic environment. Requires the ability to sit at desk for long periods of time and intermittently walk, stand, run, climb, balance, bend, squat, twist and reach while performing office and/or clinical duties; operate motor vehicles; lift and/or move light to moderately heavy weights; perform simple grasping and fine manipulation. Must be able to maintain effective audio-visual discrimination and perception needed for making observations, communicating with others, reading and writing, and operating office and medical equipment. Must be able to use a telephone to communicate verbally and a keyboard to communicate through written means, to review information and enter/retrieve data, to see and read characters on a computer screen. Requires the strength and stamina to perform clinical duties.

MINIMUM QUALIFICATIONS

Experience:

One year of experience as a registered nurse in a community health center or other healthcare setting.

Education:

High school or GED equivalency is required. Graduation from an accredited college with an Associate's degree in nursing. Graduation from an accredited university with a Bachelor's degree in nursing is desirable.

Possession of:

A valid Registered Nurse License issued by the California State Board of Nursing.

A valid California Driver's license. Under certain circumstances, the Human Resources Director may accept a valid driver's license from another State if applicant acknowledges his/her intent to acquire a California driver's license within three months by signing an acknowledgement form.

Creation date: 6/91

Revision Date: 9/91; 4/93; 02/06 (B/S Res. 06-73); 4/16 (B/S Res. 16-174)