

NURSING

ISSUE DATE: 1985.06.01

REVIEWED: 2010.01.26, 2011.03.02, 2015.07.27, 2020.08.06

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APPROVED BY: B. Kerwin, Administrator

POSITION DESCRIPTION - REGISTERED NURSE (RN)

DEPARTMENT: Strathmere Lodge, Nursing Dept.

REPORTS TO: Director of Resident Care (DRC) or Designate

SCHEDULED SHIFTS: 0700-1500, 1500-2300, 2300-0700, or as assigned

HOURS PER WEEK: 37.5

POSITIONS SUPERVISED: Registered Practical Nurses (RPNs,) Personal Support Workers (PSWs,) & Nursing Assistants (NAs)

JOB SUMMARY

- ❖ Shall provide professional care to residents and supervise care given by RPNs, PSWs, and NAs,
- ❖ Plan, direct and co-ordinate all activities necessary for the management of the unit(s) to which they are assigned,
- ❖ Process and enact physician orders for both treatments and medications,
- ❖ Work closely with the DRC, Attending Physicians, Adjuvants and all other auxiliary personnel to coordinate the best possible care for all residents,
- ❖ Maintain confidentiality and assure the privacy of all residents in the Home.

QUALIFICATIONS

Education

- ❖ Diploma or Degree from a recognized School of Nursing,
- ❖ Current certificate of registration as a Registered Nurse with the College of Nurses of Ontario (CNO,)
- ❖ Current CPR certificate, and
- ❖ Proven written and verbal communication ability.

Employment

- ❖ Experience in a geriatric, rehabilitation or Long-Term Care setting (preferred,) and
- ❖ Basic computer skills (incl. experience/education in Microsoft Office Suite.)

Personal Aptitudes

- ❖ Good leadership, organizational and managerial qualities,
- ❖ Conflict resolution skills,
- ❖ Good physical and mental health, and
- ❖ Excellent rapport with the elderly.

RESPONSIBILITIES

1. Providing nursing care in accordance with Strathmere Lodge policies, physician's orders, established CNO standards, and the Long-Term Care Homes Act (LTCHA, 2007,)
2. Ongoing assessment(s) of residents' conditions through recognizing and interpreting signs and symptoms and instituting remedial health interventions, where/when appropriate,
3. Accompanying physicians on their rounds and processing physician's orders,
4. Keeping physicians informed of unstable conditions of any residents,
5. Assisting physician in diagnostic and therapeutic measures,
6. Administering medications and treatments as prescribed,
7. Ensuring safekeeping of all medications (esp. narcotics and cytotoxic drugs,)
8. Observing, reporting and recording symptoms and conditions of residents,
9. Maintaining accurate and complete records of nursing observations and care,
10. Ensuring proper care/maintenance of equipment used in providing care to residents,
11. Completing RAI assessments & RAPs, as directed by the RAI co-ordinator/back-up co-ordinator or designate, (if trained),
12. Assisting in developing and maintaining up to date Resident Care Plans,
13. Completing all resident assessments as per Strathmere Lodge policy & procedures,
14. Ensuring that incident / accident reports are completed, when applicable,
15. Ensuring POAs/families are notified of all medication/treatment changes and significant changes in status,

POSITION DESCRIPTION - REGISTERED NURSE

16. Assisting in maintaining a physical and psycho-social environment that meets the needs of the residents,
17. Assisting in teaching residents positive health habits,
18. Assisting in maintaining adequate standards of hygiene, infection control, & cleanliness,
19. Dealing tactfully and courteously with residents, residents' families and visitors,
20. Studying trends and developments in nursing practice, evaluating their adaptability, and where appropriate, assisting with nursing research.
21. Attending in-service programs and assisting with in-service education of nursing personnel,
22. Assisting in training and supervision of new nursing staff,
23. Assisting with annual evaluations (i.e., Performance Appraisals) of nursing staff, as directed by the DRC,
24. Establishing and maintaining a good working relationship with all personnel in the Home, and
25. Performing all other duties as assigned.