Registered Nurse Job Description

We are seeking an experienced Registered Nurse with exceptional clinical and personal skills to join our established family practice care team. You will work with state-of-the-art technology and experience the best interdepartmental collaboration within our 10-physician practice.

You will document patient vital signs including height, weight, pulse rate, temperature, and blood pressure, while simultaneously interacting with the patient to discern their medical issue. You will record this information in the electronic medical records charting system in our offices. You will assist the physician in a variety of clinical procedures, provide diagnostic testing, analyze results, and then educate the patient on their options.

You will assure the clinical quality of care through adhering to all professional standards including HIPAA and all other federal or state regulations as required by law. You will conduct case management and treatment planning. You must have excellent interpersonal skills and be able to communicate sensitive information to a patient in a compassionate, yet professional manner. You will be able to coordinate the sometimes-conflicting needs of coworkers, patients, and clinical staff.

The Registered Nurse will also be responsible for administering supplies, placing orders, and monitoring equipment.

A BSN, state licensure, and at least three years' experience in a similar clinical setting is required.

Responsibilities

* Greeting and escorting patients to an exam room.
* Interview patients and collect and chart vital signs that include weight and height, blood pressure, pulse, temperature, and general observations.
* Administer medications and treatments.
* Assists in performing patient clinical tests, and analyzes, tracks, and reports the results.
* Scanning and/or filing clinical reports in patient charts.
* Operates medical equipment.
* Stocking and cleaning exam rooms and equipment as needed.
* Maintain equipment logs and periodic checks, including lab refrigeration equipment.
* Communicates instructions to the patient and their families as instructed by the physician or nurse practitioner.

Required Skills

Educational

* High School Diploma or General Education Diploma (GED) required.
* A Bachelor of Science Degree (BSN) in Nursing, an Associate’s Degree in Nursing (ADN) or a diploma from an approved post-secondary program is required. State licensure is also required.

Technical

* Excellent communicator able to translate complicated clinical concepts appropriately to patients.
* Clinical skills including the ability to take and document vital signs, give medication, practice infection protocols and other clinical procedures.
* Able to organize and manage the patient flow from the waiting room to the exam room.
* Knowledge of electronic medical records (EMRs), and ability to input records appropriately.
* Ability to run autoclave sterilizer, organize and clean exam rooms.
* Phone and interpersonal skills.

Communication/Organizational

* Excellent customer service skills with a calm, professional demeanor.
* Compassionate and empathetic.
* Active listener with good reading comprehension.
* Strong organizational skills with a high level of responsibility.
* Ability to multitask and have the emotional stability to handle the smells, sounds, and stresses that come from a clinical environment.
* Concise writing and documentation skills.
* Possesses physical stamina.
* Able to maintain confidentiality.
* Detail oriented, organized, and focused.
* Exceptionally responsible and efficient.

Benefits

* Full-time with benefits.
* Part-time.

How to Apply

* Apply by forwarding your resume along with a cover letter.