



## **POSITION ANNOUNCEMENT PEDIATRIC REGISTERED NURSE**

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Department: Medical/Operations  
Status: Full Time Exempt

Supervisor: Medical Support Staff Manager  
Date: May 2020

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### **A. POSITION SUMMARY**

Under the general supervision of the Medical Support Staff Manager, the Pediatric Registered Nurse renders safe nursing care to pediatric patients. The RN administers medications, performs venipuncture, and performs related duties. The RN must demonstrate the knowledge and skills necessary to provide care based on physical, psycho/social, education, safety and related criteria for the pediatric, adolescent, and adult population. The RN is a professional nurse who assumes responsibility and accountability of the delivery and management of patient care. S/he utilizes the nursing process, the healthcare environment, and current technology to provide a climate which optimizes patient care and staff development. The RN provides direct patient education in an outpatient clinical setting and in other locations with access to consumers. On referrals from providers the RN will use whatever medium appropriate and necessary to educate patients in an effort to ensure the best care possible in a comprehensive health care delivery system.

### **B. POSITION DUTIES**

1. Utilizes the Louisiana Immunization Network for Kids Statewide (LINKS) program to access and update patients' vaccine records.
2. Serves as Primary contact for pediatric department and coordinates the VFC program for all sites
3. Present and ready for scheduled shifts timely.
4. Complete initial assessment of patient according to department Policies and Procedures and documents appropriately.
5. For Neonate/Infant, Toddler, Preschooler, Adolescent patients complete the following
  - a. Accurately completes a developmental assessment.
  - b. Accurately assesses immunizations are up to date.
  - c. Accurately assesses functional, nutritional, physical/psychosocial status, educational and discharge needs.
6. Continuously monitors patient for physical and psychosocial needs and alternates plan of

care of changes if needed.

7. Correctly administers medications by all routes; Neonates/Infants; Toddler/Preschooler; School Age; Adolescent/Adult; and Geriatrics.
8. Appropriately documents care provided to the patient e.g. administration of medication and patient's response to medication.
9. Receives provider's orders, records and assures completion.
10. Assist physicians/nurse practitioners with exams, as necessary.
11. Ability to educate and relay information to patients and their parents/guardians in a clear and concise manner for Neonate/Infant, Toddler, Preschooler, Adolescent patients.
12. Develop a plan for education together with the patient by incorporating the principles of self-management, by determining priorities, and by setting goals that are reachable and realistic.
13. Investigate alternative methods of patient education that are suitable for different learner needs and preferences, such as interactive Q & A, audiovisual materials, computer-assisted instruction, cooperative learning (group education formats), displays and bulletin boards, demonstration/return demonstration, role play, and patient-directed education.
14. Develop, evaluate, maintain and promote the use of effective patient education materials in the clinic and the community at large that follow the CLAS standards.
15. Responsible for completion of all patient care assignments by end of shift while maintaining quality standards.
16. Develop and maintains approved policies and procedures for patient education and helps ensure compliance with all federal, state and local regulatory bodies.
17. Organize and participates in community activities, such as health fairs, school projects, HEDIS health fairs etc.
18. Assures informed consent is obtained by patients or guardian prior to services needed.
19. Assumes lead role in coaching and mentoring medical support staff which may include disciplinary actions.
20. Fully participates and cooperates with CareSouth's quality and compliance program including but not limited to the maintenance of all medical logs e.g. AED, room stock, and sample medications
21. Attends general orientation, attend and / or facilitate huddles, in-service, departmental meetings. Complete compliance and other assigned trainings.

22. Identifies unsafe conditions and intervenes in a timely manner.
23. Recognize emergency situations and responds to all emergency codes appropriately and drills and completes appropriate paperwork.
24. Follows Standard precautions by utilizing appropriate Personal Protective Equipment.
25. Demonstrates knowledge of Policies and Procedures for the 7 Environment of Care Plans: (1) Safety and Security; (2) Hazardous Material and Waste; (3) Fire Safety; (4) Medical Equipment; (5) Utilities; (6) Other Physical Environment; and (7) Emergency Management.
26. Enforces environment of Care policies (smoking, hand washing, trash disposal, etc.).
27. Initiates, completes and tracks referrals and prior authorizations within the pediatric department.
28. Appropriately delegates care duties to Medical Assistant.
29. Maintains open communication and adaptability, supports teamwork and resolves problems with all team members.
30. Follows chain of command with problems and suggestions.
31. Accepts additional assignments willingly; and assists others as required to meet quality service and productivity expectations.
32. Other duties as assigned.

### **C. REQUIREMENTS**

1. Graduate of an accredited RN school of nursing.
2. Current CPR certification is required.
3. Must possess a minimum of one year of pediatric experience.
4. Current license as a Registered Nurse in the State of Louisiana.
5. Experience in collaboration with interdisciplinary healthcare teams.
6. Experience in ambulatory care setting preferred.

### **D. SUPERVISES**

Licensed Practical Nurse  
Certified Medical Assistant

### **E. PHYSICAL REQUIREMENTS:**

1. Visual acuity - always
2. Hand – eye coordination - always
3. Lifting approximately 10-15 lbs., Pushing, Pulling - sometimes

4. Stooping, Bending, and Standing - sometimes
5. Walking- frequent; short distances

**F. WORK ENVIRONMENT:**

1. Indoor, environmentally controlled
2. Exposure to disease or infections
3. No vibrations
4. Exposure to artificial and/or natural light
5. Exposure to outdoor weather elements

**APPLICATION PROCEDURE:**

Please submit a completed employment application found at [www.caresouth.org](http://www.caresouth.org) or the HR office. CareSouth is an EOE.

**CLOSING:** This announcement will remain open until filled.