

Millard County

Job Description

Title:	Corrections Registered Nurse	Code:	
Division:	Corrections	Effective Date:	08/18
Department:	Sheriff's Office	Last Revised:	

GENERAL PURPOSE

Performs a variety of professional and supervisory nursing duties related to planning, organizing, directing, monitoring and implementing nursing and medical care services within the Millard County Correctional Facility.

SUPERVISION RECEIVED

Works under the general supervision of a contract physician or physician's assistant.

SUPERVISION EXERCISED

None

ESSENTIAL FUNCTIONS

Provide direct patient care to the inmates in the Millard County Jail within the scope of practice as outlined in the Utah Nurse Practice Act, and according to jail policy and protocols. Care provided includes medical, dental and mental health assessments, medication administration, intake screening, phlebotomy, emergent and life-saving medical intervention.

Carry out the orders of medical and mental health providers such as lab tests, interventions, and medication administration in a timely manner.

Adequately document all care and interventions in the electronic medical record (EMR).

Communicate pertinent Information to, and coordinate with medical and mental health providers, medical division administration, security and other staff while maintaining confidentiality of patient information per policy and law (such as HIPPA).

Communicate with outside medical and mental health providers and pharmacies to acquire inmate medical information for the purposes of prescription verification and continuity of care. Maintain patient confidentiality, per HIPPA, while doing so.

Attend staff meetings and training as required to maintain and learn skills to provide appropriate care consistent with community standards.

Develop care programs and enhancements.

Conduct inventory, count and documentation of all medications and controlled substances according to jail policy and state law. Assist In ordering medications, utilizing cost-effective measures.

Performs other related duties as required.

MINIMUM QUALIFICATIONS

1. Education and Experience:

- A. Bachelor's degree from an accredited four-year school of nursing;
- AND
- B. Two (2) years of practical nursing experience,

2. Required Knowledge, Skills and Abilities:

Working knowledge of general nursing theory and practice; working knowledge of medication, dosage, and side effects; working knowledge of behavioral characteristics of mentally ill and methods of dealing with aggressive behaviors.

Ability to provide skilled nursing care; ability to set priorities and make judgements regarding case load; ability to recognize community health needs and concerns of patients and to maintain constructive health care relationships; ability to identify dangers involved with handling inmates; ability to adjust and cope with emergency situations; ability to restrain unruly inmates with assistance; ability to follow written and oral Instructions; ability to communicate effectively, verbally and in writing; ability to learn and follow policies, procedures, manuals, etc.; ability to establish and maintain accurate records and files.

3. Special Qualifications:

Must be a State Board Certified, licensed Registered Nurse in the State of Utah.

Must have a valid driver's license and obtain a valid State of Utah driver's license within 60 days of employment.

Must possess current CPR certification.

Successful applicant must pass a criminal background check.

4. Work Environment:

Functions of the position performed inside the locked down facility in such areas as the medical office, holding, pre-booking, cell blocks, recreational yard, kitchen, sally ports, and any other area that a medical incident may occur. Exposure to contagious or infectious diseases or hazardous chemicals is common. The job exposes the incumbent to odors, fumes and poor ventilation. Work requires use of protective equipment such as gloves, masks, and goggles. Work exposes incumbent to unknown, dangerous, and/or life-threatening conditions. This job exposes the incumbent to possible bodily injury from angry and abusive inmates; other atypical conditions include being subjected to vulgar/offensive verbal threats and emotional stress from long hours in a negative/dangerous environment. This role routinely uses standard office equipment such as a laptop, desktop, smartphone, photocopiers, shredders, and filing cabinets. The noise level in the work environment is usually moderate to very noisy. This position may occasionally require driving a motor vehicle. While performing duties of this job, the employee is required to use manual dexterity to handle, feel and operate objects, tools and controls, and reach with hands and arms. This employee is frequently required to stand, talk, and hear. Specific vision abilities include close vision and ability to adjust focus. The employee is required to type, file and lift office supplies or equipment up to 50 lbs.

Disclaimer: The above statements describe the general nature, level, and type of work performed by the incumbent(s) assigned to this classification. They are not intended to be an exhaustive list of all responsibilities, demands, and skills required of personnel so classified. Job descriptions are not intended to and do not imply or create any employment, compensation, or contract rights to any person or persons. Management reserves the right to add, delete, or modify any and/or all provisions of this description at any time as needed without notice. This job description supersedes earlier versions.

I _____ have reviewed the above job description. Date: _____
(Employee)