

**MOUNTAINVIEW MEDICAL CENTER
JOB SUMMARY**

POSITION TITLE: RN/HOUSE SUPERVISOR

DEPARTMENT: Nursing

HOURS: 12 hour shifts

JOB SUMMARY:

Organizes and administers individualized, professional patient care to patients within the facility. Provides nursing care as directed by medical staff and in accordance with the objectives, policies and procedures of Mountainview Medical Center and the State of Montana. Directs the patient care team in collaboration with the medical staff. Participates in patient teaching and discharge planning. Assumes the role of house supervisor after hours, weekends, holidays when Administration is not present. Operates under the unique work flow, expectations and regulations of a critical access hospital with trauma receiving capabilities.

Participates in continuous quality improvement evaluation activities. Assures availability of medications for patients as listed in formulary and as ordered. May direct programs or committees within the facility. Attend meetings and produce reports as necessary.

EDUCATION, TRAINING AND EXPERIENCE; CERTIFICATION/LICENSURE:

Graduate of an accredited school of nursing, and currently licensed to practice in the state of Montana. BLS, ACLS, PALS are required and must be current within 15 months of hire. TNCC is required for regular time staff and must be completed within 18 months of hire.

SPECIAL EQUIPMENT, SKILLS OR OTHER REQUIREMENTS:

Must have basic computer skills and be able to learn software applications. Must have organizational skills, attention to detail, and be able to work well without supervision. Have good working knowledge of pharmaceuticals. Ability to initiate nursing care plans and identify appropriate nursing interventions. Excellent communication and interpersonal skills. Demonstrate leadership to other nursing personnel on the floor with overall supervision and guidance. Have an understanding of basic hospital and emergency room equipment.

WORK ENVIRONMENT AND HAZARDS:

Work areas include the entire facility with concentration in the day room, dining room, patients' room, clean and soiled utility rooms and the nursing departments. Interaction with patients/residents who may be physically debilitated and mentally or psychologically disturbed and particularly the elderly, acute adult and emergent and trauma care.

Hazards include risk of exposure to communicable disease and risk of physical injury from lifting/transferring/ assisting patients and operation of equipment. May be exposed to blood-borne pathogens. Risk of exposure to toxic substances and chemicals.

WORK CONTACT GROUP:

All hospital departments, patients, families, visitors, nursing personnel, medical staff and vendors.

SPECIAL PHYSICAL DEMANDS:

Must be able to lift a minimum of 25 pounds, lift and transport patient/residents. Must be able to bend, stoop, push, and pull. Walk and stand for most of the work day.

SUPERVISED BY: Director of Nursing

SUPERVISES: LPNs, CNAs, NAs

Supervisee: _____

Supervisor: _____

Date of Hire: _____

Appraisal Date: _____