



Tri-County Regional Jail Job Classification Position Description



Correctional Registered Nurse

Position Class: Unclassified, Exempt, Hourly **Supervisor:** Correctional Nurse Supervisor

Position Requirements

Minimum: Requires current licensure as registered professional nurse in state of Ohio as issued by Board of Nursing per Section 4723.03 of Ohio Revised Code; 2 years experience as registered nurse; 1 course or 3 months experience in counseling; 1 course or 3 months experience in public relations.
-Or equivalent of Minimum Class Qualifications for Employment noted above may be substituted for the experience required, but not for the mandated licensure.

Training And Development Required to Remain in the Classification After Employment:
Biennial renewal of licensure as registered nurse and continuing education units as prescribed by the State of Ohio Nursing Board necessary to maintain licensure. In addition, all Full service jail **support staff** shall receive training as follows:

- (1) Training in pertinent agency policies and procedures prior to or in conjunction with assignment to jail duties.
- (2) During the first year of assignment receive forty (40) hours of training including legal aspects of corrections, security concepts, emergencies, interpersonal communications, first aid/CPR, unarmed self-defense and "Minimum Standards for Jails in Ohio."
- (3) Sixteen (16) hours of in-service training each subsequent year of employment addressing specific job assignments and/or jail related issues.

Equipment: Must be able to safely, properly and appropriately use medical equipment within the scope of licensure (e.g., stethoscope, otoscope, blood pressure cuff, EKG machine, etc.), computer terminal, office equipment, use portable radios and other security/safety equipment as required.

Physical Demands: Must be able to pass pre-employment drug screen and physical examination, walk or stand for extended periods, run, traverse stairs and other obstacles, properly lift, perform first aid and life saving techniques, physically protect yourself and others using approved defensive tactics, endure against hazards, and any other requirements of the employer.

Working Conditions: Work performance must be carried out in a proper and professional manner within the scope of duties. Must be able to work in excess of 40 hours per week which would include nights, days, weekends, and holidays. Must be able to endure and perform in potentially stressful or hazardous situations and exposure to communicable diseases.

Required Knowledge/Skills

Knowledge of skilled registered nursing procedures; state and federal regulations, policies and procedures related to nursing; public relations; employee training & development; health care services and program management; counseling. Skill in operation of medical equipment within the scope of licensure. Ability to define problems, collect data, establish facts and draw valid conclusions; understand and follow philosophies, policies & procedures of the Jail; write reports and correspondence; gather, collate and classify information about data, people or things; establish and maintain positive rapport with inmates, inmates' families and nursing staff, other departmental and/or agency staff; maintain confidentiality of information; handle sensitive telephone and face to face inquiries and contacts with general public.

Scope of Duties and Responsibilities

Provides direct professional nursing care to inmates within scope of practice; conducts Nurse's Sick Call; administers emergency care, treatment, & first aid; conducts nursing rounds; assesses inmates and counsels them regarding health care maintenance; administers medications as needed; administers specialized procedures (e.g., iv and oxygen therapy); monitors inmates care; takes appropriate action when problems occur; performs and assists physicians/dentists with minor and oral surgery; monitors inmates recovering from major surgery; serves as resource person for nursing staff and security staff regarding medical matters or assists with special needs of staff & inmates (e.g., death & dying; serious illness; critical patients); respond to inmate requests and/or complaints; maintain appropriate inmate files associated with delivery of medical care; completes transcription and documentation of physician, dentist, and mental health provider orders as required; provides leadership, reviews and monitors work of Licensed Practical Nurse (LPN); orients and trains all new health care personnel; provides assistance to the Correctional Nursing Supervisor (e.g., writes, reviews & revises nursing policies & procedures; performs special projects as assigned; represents Correctional Nursing Supervisor at meetings; coordinates & instructs in-service training; serves as nursing liaison with other agencies in organization to ensure services are coordinated); serves as nursing liaison with the Jail's contracted health care providers (e.g., physician, dentist, mental health provider, others), provides medical services with other inmate services; actively participates in staff development and growth through in-service training programs; provides technical advice to the Executive and Assistant Directors and transmits decisions and directives to nursing staff; maintains the functionality of the Jail Infirmary; provides input for the medical budget; maintains record keeping and reporting procedures; attends health care meetings; ensure accurate (perpetual) inventory of all medical supplies, sharps, medications, and controlled substances; requisitions medical supplies or equipment; initiates and completes investigations of incidents involving inmates; prepare/maintain confidential reports; perform special administrative functions as assigned by superior; promotes positive public image; any other job related duties as assigned.

Scope of Practice

Practice as a Registered Nurse: Section 4723.01(B), ORC, defines the scope of registered nurse practice as: "Providing to individuals and groups nursing care requiring specialized knowledge, judgment, and skill derived from the principles of biological, physical, behavioral, social, and nursing sciences. Such nursing care includes: (1) Identifying patterns of human responses to actual or potential health problems amenable to a nursing regimen; (2) Executing a nursing regimen through the selection, performance, management, and evaluation of nursing actions; (3) Assessing health status for the purpose of providing nursing care; (4) Providing health counseling and health teaching; (5) Administering medications, treatments, and executing regimens authorized by an individual who is authorized to practice in this state and is acting within the course of the individual's professional practice; (6) Teaching, administering, supervising, delegating, and evaluating nursing practice."

****Chapter 4723-4 Ohio Administrative Code requires the RN to maintain current knowledge of the duties, responsibilities and accountabilities for practicing within their respective scopes of practice and for safe nursing practice.***

The Registered Nurse is authorized to engage in all aspects of nursing practice. It is the RN who determines the data to be collected to determine a client's health status. This is "assessing a client's health status" as identified in Section 4723.01(B)(3), ORC. Assessing health status is further defined in Section 4723.01(D), ORC, as "the collection of data through nursing assessment techniques, which may include interviews, observation, and physical evaluations for the purpose of providing nursing care." Based on this "health status assessment" the RN determines the nursing care that should be provided to a client in accordance with Section 4723.01(B)(2), ORC. Nursing regimen is also further defined in Section 4723.01(C), ORC, in that it "may include preventative, restorative, and health-promotion activities." The definition of client is set forth in Rule 4723-4-01(A)(4), OAC. "Client" means "the recipient of nursing care, which may include an individual, a group, or a community." Therefore, the nursing regimen prepared and implemented is not limited to individual patients or clients, but may be established for specific populations or defined groups. Rule 4723-4-03, OAC, provides further detail concerning the implementation of the nursing regimen and the standards of RN practice.

Scope of Practice Continued

Supervision of Nursing Practice: The supervision of nursing practice is contained within the definition of RN practice, noting that RNs teach, administer, supervise, delegate, and evaluate nursing practice (Section 4723.01(B)(6), ORC). LPNs are authorized to delegate nursing practice when directed to do so by a RN. It is the “practice” of nursing that the RN supervises and evaluates, rather than a person’s employment performance. Supervision of employee performance and other employment requirements are established by the employer and may encompass responsibilities beyond the licensed practice of nursing. For example, the supervision of nursing practice may include a determination by the RN that a particular nursing intervention is no longer appropriate for a client and that the nursing regimen should be changed in response to the client’s needs. The RN may base this change on information communicated by the LPN and the RN may further direct the LPN to implement the revised nursing regimen, or the RN may implement the revision him/herself. However, the RN is not required to be on site to supervise the LPN in all of the nursing practice activities engaged in by the LPN, unless on-site supervision is explicitly required by nursing law and rule. For example, on-site supervision is required in certain environments in which a qualified LPN may perform IV therapy (Section 4723.17, ORC).

Implementing Health Care Provider Orders: Both the RN and the LPN administer medications and treatments authorized by an authorized prescriber/health care provider, such a physician or an advanced practice nurse, and the RN executes a regimen authorized by health care providers. When administering medications and treatments, or executing the authorized regimen, the licensed nurse must practice within their scope; the authorized regimen does not expand the licensed scope. For example, an order from a physician does not authorize a LPN to administer an intravenously pushed medication; and an order from an advanced practice nurse, does not authorize an RN to engage in activities that constitute advanced practice nursing.

Implementing the Nursing Process: Both the RN and LPN implement the nursing process in the delivery of nursing care in accordance with Rules 4723-4-07 and 4723-4-08, OAC. The scope of LPN practice does not contain a provision for assessing health status for purposes of providing nursing care as discussed in the RN scope. Although it is the RN who reviews and assimilates the client’s health status information into the nursing regimen, the LPN contributes to this process by obtaining responses to health questions posed to the client, performing physical examinations, recognizing changes in client status or complications that occur and communicating information collected to the RN or to the authorized health care provider who is directing the LPN’s practice.

Statement of Understanding

I, _____ have read and received the Job Classification and Position
(Print Name)

Description for Correctional Registered Nurse and completely understand my obligations as an employee, as well as, the expectations of the employer. I further understand and agree to abide by County, State, and Federal Laws in addition to Tri-County Regional Jail Policies, Procedures, and established Employee Rules of Conduct.

(Employee Signature)

(Date)

(Executive Director)

(Date)