



GOODLAND REGIONAL MEDICAL CENTER

JOB DESCRIPTION

JOB TITLE: Surgical Circulating Registered Nurse

RESPONSIBLE TO: Director of Nursing

JOB SUMMARY & SKILLS NECESSARY: Provides direct patient care to neonate through geriatric patient populations throughout the surgical environment; addresses the psychosocial, physical, and general aspects of care. Care given reflects initiative and responsibility indicative of professional expectations. Proficient in pain management, guidelines, and medication dosing. Performs all secretarial duties as requested. Assess and cares for patient's pre-operative and post-operative as needed. Possesses both basic computer knowledge and can communicate effectively in English, both verbally and in writing. Able to take call shifts.

ESSENTIAL JOB FUNCTIONS:

1. Demonstrates behaviors consistent with organizational mission & goals.
2. Demonstrates practices to keep all medical information confidential.
3. Demonstrates behaviors that promote positive patient/staff relations.
4. Comes to work as scheduled; arrives for work on time.
5. Demonstrates proper safety practices in carrying out job duties.
6. Appearance is appropriate to job duties, wears identification on duty.
7. Demonstrates appropriate job competencies.
8. Complies with organizational policies in course of duties.
9. Demonstrates ability to safely assist patients with transfer, lifting, or rendering aid on the facility campus.
10. Provides direct patient care to neonate through geriatric patient populations.
11. Communicates with surgeon and anesthesiologist continuously and as needed about patient condition.
12. Assists with the maintenance of surgical equipment and inventory.
13. Participates in performance improvement activities.
14. Addresses the psychosocial, physical, and general aspects of care related to the surgical environment.
15. Provides care in the pain management environment directed toward meeting both in psychosocial and physical needs of the patient.
16. Assesses operating room for equipment functioning and readiness, obtains supplies for individual cases and ensures all appropriate needs of surgical operating team are met.
17. Assists with the maintenance of surgical equipment and inventory.
18. Participates in performance improvement activities.

19. Collects and properly documents pathology as needed for all GRMC specimens.
20. Monitors, positions, and assists patient during procedure.
21. Provides care in the pain management environment directed toward meeting both in psychosocial and physical needs of the patient.
22. Proficient in pain management, guidelines, and medication dosing.
23. Schedules all operative and invasive procedures, records statistics, and maintains communication lines for department as requested.
24. Collects and properly documents pathology as needed for all GRMC specimens.
25. Assess and cares for patient's pre-operative and post-operative as needed.
26. Willingness to float to additional departments and work within scope of practice.
27. Additional duties as assigned or requested.

POSITION QUALIFICATIONS:

Minimum Education: Associate's or Bachelor's degree prepared nurse from an accredited nursing school.

Minimum Experience: Minimum of one (1) year experience in acute care setting required; experience in peri-operative care preferred.

Certification or Registration if required: Active RN license in the state of Kansas before commencing employment. Basic Life Support required commencing employment. Neonatal Resuscitation (NRP) and Advanced Cardiac Life Support (ACLS) required within three months of hire date.

PHYSICAL DEMANDS:

| | | | | | |
|---------------------|--------------|-------------------|------------|-------------------|------------|
| Stand: | Constantly | Lift/Carry | | Push/Pull: | |
| Walk: | Constantly | 0-10 pounds: | Constantly | 10-25 pounds: | Frequently |
| Sit: | Frequently | 10-25 pounds: | Constantly | 25-50 pounds: | Frequently |
| Squat/Kneel: | Occasionally | 25-50 pounds: | Constantly | 50-100 pounds: | Frequently |
| Bend: | Frequently | 50-100 pounds: | Frequently | 100+ pounds: | Frequently |
| | | 100+ pounds: | Frequently | | |

Reasonable accommodations may be made to enable individuals with disabilities to perform the position accountabilities without compromising patient care or departmental efficiency. However, should it be determined that the employee cannot meet the position accountabilities with or without accommodation, it is the right of GRMC to release the individual under Kansas "Employment at Will" doctrine

Working conditions: Work near moving mechanical parts, fumes, or airborne particles, toxic or caustic chemicals, and risk of electrical shock or radiation occasionally.

Special vision requirements: Close vision (clear vision at 20 inches or less), Distance vision (clear vision at 20 feet or more), Color vision (ability to identify and distinguish colors), Peripheral vision (ability to observe an area that can be seen up and down or to the left and right while eyes fixed on a given point), Depth perception (three-dimensional vision; ability to judge distances and spatial relationships), Ability to adjust Focus (ability to adjust eye to bring an object into sharp focus). The noise level typical for the environment is quiet to moderate noise.

This position description has been designed to indicate the general nature and level of work performed by employees within this classification. It is not designed to contain or be interpreted as a comprehensive inventory of all duties, responsibilities and qualifications which may be required of the employee assigned to the position. Depending on the size of the facility, the job duties may vary. Receipt of the job description does not imply nor create a promise of employment nor an employment contract of any kind; my employment with Goodland Regional Medical Center is at will.

Acknowledgement:

I hereby acknowledge that I have received a copy of this position description and that I have both read and understand its contents. I hereby accept responsibility for fulfilling position expectations. I also acknowledge that the administration or governing body of GRMC may modify or eliminate the requirements of this job at any time if deemed necessary. I acknowledge that this position description is representative of overall job requirements but not necessarily comprehensive in its description of all aspects of the job, and I agree that other duties not explicitly mentioned herein may nevertheless be reasonable job expectations on the part of Goodland Regional Medical Center.

I have received, read, and understand this job description for my position at GRMC.

Employee Signature: _____ Date: _____

Supervisor Signature: _____ Date: _____

Human Resource Signature: _____ Date: _____