



JOB TITLE: Registered Nurse

DEPARTMENT: Habilitation Department

LOCATION: 2160 Old Selma Road and 1535 Progress Drive

NORMAL WORKING HOURS: 1st Shift, schedule will vary by assignment and as needed

REPORTS TO: Habilitation Manager

POSITIONS SUPERVISED: None

ESSENTIAL DUTIES AND RESPONSIBILITIES:

1. Prepares, administers and charts medications and treatments to individuals with DD; administers nursing procedures as ordered by physicians, e.g. suctioning, charting of medical conditions; educates and trains individuals in proper self health care techniques and practices, first aid and emergency procedures.
2. Observes and evaluates individuals' physical conditions and arranges for treatment when necessary; administers first aid when necessary; obtains physicians orders and records and stores in proper locations.
3. Performs medical evaluations; researches past medical history and evaluates general health of individuals; prepares and maintains nursing care plan; rewrites nursing care plan and health assessment yearly for inclusion in Individual Plan (IP), as needed; assists in training and monitors delegated nursing tasks; prepares daily logs and monthly summaries documenting individuals' health and treatment; files physicians' orders and other related documents.
4. Serves as liaison with staff, physicians, families, parents or guardians regarding medical conditions of individuals; assists staff with individuals' care when necessary; assists in the care of acute and chronically ill individuals; serves as medical consultant to Adult Services staff concerning individuals' needs.
5. Attends staff meetings, IP meetings, in-service trainings, meetings with physicians, parents or other health care professionals as necessary.
6. Maintains individuals' medical appliances; cleans and checks medical equipment for proper functioning; arranges for repair of medical equipment or aids as necessary; documents need for and requests medical equipment or aids for individuals
7. May be requested to lift, carry and move individuals including adolescents and adults in a safe manner according to in-service training; on a rotation basis, accepts emergency calls on off-duty hours and resolves issues as appropriate.

QUALIFICATIONS / REQUIREMENTS:

1. Availability to perform Nurse-On-Call duties
2. Strong leadership skills
3. Negative results of a Two-Step Mantoux TB Test and drug screening.
4. Satisfactory results of Local and State Records background check.
5. Valid state driver's license.
6. Satisfactory physical examination including work-related lifting test after Offer-of-Hire

EDUCATION/TRAINING/EXPERIENCE:

1. Current Ohio RN License with Pharmacology Certificate

POST HIRE REQUIRED TRAINING, CERTIFICATIONS, REGISTRATION, AND LICENSURE:

Maintain applicable license/certification/registration in good standing; CPR/1st Aid Do the Right Thing Training.

RELATED FUNCTIONS, DUTIES & RESPONSIBILITIES:

1. Maintains confidentiality
2. Maintains the chain of command
3. Demonstrates and maintains regular and predictable attendance
4. Is aware of and adheres to personnel manual and department rules and regulations
5. Maintains required certifications, licenses and/or training
6. Provides accurate and timely records as required by the position
7. May serve on various committees
8. Performs other duties related to the specific classification as assigned by the Habilitation Manager.