



Department:	Mountain View Manor
Supervisor:	Borough Manager / MVM Director
Origination Date:	July 1, 2021
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Revision Reviewed & Approved by:	SG
Employment Status:	Exempt - Professional
Date Provided to Bargaining Unit	N/A

Petersburg Borough Job Description

MOUNTAIN VIEW MANOR (ON-CALL) ASSISTED LIVING NURSE

Definition

The Nurse utilizes the professional principles of nursing, including basic physical assessment skills, in the development and implementation of individualized nursing care plans to ensure that the needs of the residents are met.

Supervision Received

The Nurse works independently, but under the Borough Manager and MVM Director.

Supervision Exercised

The Nurse supervises and oversees the administration of medications and the maintenance of residents' charts.

Duties *(The duties listed in this section are intended as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment to the position.)*

The Nurse duties are performed on an on-call basis, when the regularly scheduled Nurse of the Department is absent or unavailable, with additional in-facility, in-person hours as needed.

Manages daily medication policies and assists the Director with managing the health, functional and psycho-social status of residents;

Oversees daily medication administration as needed and monitors the Medication Administration Record, i.e. tracking, ordering, teaching and reviewing documentation performed by caregiving staff;

Provides skilled and coordinated care for residents, including on-site assessments of residents, when necessary;

Reviews, evaluates, and interprets nursing records, vital statistics, and other data affecting health service in order to assess resident needs and to plan and implement programs to meet those needs;

Develops care plans for residents and monitors administration of those plans;

Communicates level of care needed to the Director, appropriate physicians and required Medical Center staff as needed;

Coordinates patient care (resident's condition, reaction to drugs and treatments, significant incidents, etc.) with appropriate physicians and required Medical Center staff as needed, and according to the documented care plan for the residents;

Provides input to Director on performance of Resident Assistants;

Directs residents in good health habits;

Relays information to family regarding treatment of resident and maintenance of healthful environment;

May supervise diet in connection with physician orders related to diagnosis;

Adheres to and conveys the facility's philosophy of maintaining elements of self-care and encouraging independence;

Possesses thorough understanding of infection control procedures, including proper handling of equipment, soiled linen, bedpans, urinals, and adequate hand washing;

Monitors residents' activities and care;

Possesses thorough understanding of fire, missing persons, and other emergency procedures; follows facility policy and procedures detailed in fire and disaster plans;

Accompanies residents to clinic appointments as needed;

Fills insulin needles; administers shots and immunizations as ordered;

Performs foot care on diabetic residents.

Distinguishing Characteristics

The work assigned to the Nurse is characterized as confidential medical care with focus on medication monitoring and resident health assessments. This person is required to have and

display empathy for residents and their families at all times and provide all care with an awareness of dignity and individuality, with understanding and concern.

Working Conditions

The Nurse is exposed to blood and bodily fluids. The Nurse has direct contact with residents and their families in delicate or complicated situations.

Qualifications

Applicant must:

Possess a current State of Alaska RN or LPN licensure;

Have familiarity with and willingness to work with elderly population;

Have up-to-date physical assessment skills and comprehensive knowledge of nursing principles;

Abide by established policies and procedures of the facility;

Look for ways to improve facility functions;

Be free of non-treated communicable diseases;

Possess ability to establish and maintain effective working relationships with fellow employees and the general public, work independently yet cooperatively with others, and display willingness to assist co-workers; and

Must complete 18 hours of Continuing Education annually.

Signatures affixed on this job description confirm that it has been reviewed by the employee and the Director and that a clear understanding of the expectations of this position exists.

Employee

Director

Date

Date