I have read and understood my job description. I also understand that my performance will be evaluated based on my ability to meet the above responsibilities.

Employee Signature Date Manager Signature Date

CORE VALUES: This job description is based on the following core values.

CORE VALUE COMPETENCIES:
1. QUALITY OF WORK
2. MISSION CENTERED PROFESSIONAL PRACTICE
3. INTERPERSONAL SKILLS
4. INTEGRITY AND COMPASSION
5. PATIENT CARE ADVOCACY
6. TEAM WORK/COLLABORATIVE PRACTICE
7. PATIENT/FAMILY SATISFACTION/CUSTOMER SERVICE
8. RESPECT FOR PATIENT CONFIDENTIALITY

TITLE: REGISTERED NURSE II

RESPONSIBLE TO: ASSISTANT ADMINISTRATOR / NURSE MANAGER

SUMMARY: Under general direction, the professional nurse at the Registered Nurse II levels utilizes the nursing process (assessment, planning, implementation and evaluation) to prescribe, delegate, coordinate and proved safe, therapeutic nursing care to patients/families. Makes independent judgments/decisions and takes action regarding a wide range of routine and complex patient issues. Collaborates with appropriate disciplines to coordinate continuity of patient care from admission through discharge in support of the medical and nursing plans of care.

The Registered Nurse II performs specific leadership functions related to clinical practice, education, and/or management as delegated by and in collaboration with the Nurse Manager. Provides leadership for unit and departmental activities that promote

• delivery of quality nursing care,
• effective problem solving and communication, and
• continued professional development for self and others.

Serves as role model and provides guidance to other staff including review and evaluation of performance.

MINIMUM QUALIFICATIONS
1. Current license to practice as a registered nurse in the State of Washington
   -AND-
2. Two years of professional nursing experience, or enrollment in new graduate residency program at time of
   hire
   -OR-
   equivalent education and experience.

REFERENCE: Registered Nurse I & II Higher Education Board approved specification for Class Code 8903.

Standards of Performance
1. Continually seeks to improve own professional nursing practice.
2. Provides nursing care consistent with professional practice standards, HMC policies and procedures, the
   Nurse Practice Act and Federal and State regulations.
3. Acquires, maintains and applies current knowledge in nursing practice.
4. Contributes to the professional development of peers, colleagues and others.
5. Decisions and actions on behalf of patients and families are determined in an ethical manner and in
   collaboration with appropriate team members.
6. Collaborates with patients, significant others, and health care providers in providing patient care.
7. Participates and supports ongoing research activities.
8. Considers factors related to safety, effectiveness and cost in planning and developing patient care.

Standards of Practice
1. Demonstrates competency to assess physiological health status of the patient and psychosocial status of the
   patient and family.
2. Demonstrates competency in formulating plan of care based on health status data.
3. Demonstrates competency in establishing outcome oriented patient goals.
4. Demonstrates competency in developing a comprehensive interdisciplinary plan of care that includes
   interventions aimed at achieving expected outcomes.
5. Seeks appropriate consults when necessary.
6. Efficiently implements the interventions identified in the plan of care.
7. Evaluates the patient’s progress toward attainment of outcomes and intervenes as appropriate.
8. Demonstrates competency in documentation using the computerized medical record.

Standards of Daily Practice
1. Pro-actively offers assistance to others.
2. Is flexible with accepting/changing assignments to meet unit/hospital needs.
3. Performs routine care for patients (dressings, tubing changes, etc.)
4. Leaves work area stocked and organized.
5. Contributes to unit maintenance and improvement.
6. Consistently extends self.
7. Consistently completes assignments on time.
8. Demonstrates accountability by being responsible to unit for attendance and flexibility of scheduling.
9. Identified as a role model and clinical resource by other staff.
10. Overall charge/leadership rating (coordination, patient assignments, supportive leadership).
**Professional Accountability**

1. Demonstrates awareness of and functions within PCS policies, procedures and guidelines.
2. Seeks consultation when patient care needs exceed own level of experience.
3. Demonstrates awareness of and functions within safety, infection control, emergency and equipment guidelines.
5. Consistently completes timesheet requirements.
6. Ensures license is current.
7. Ensures mandatory certification competencies are completed within initial time frame.
8. Consistently wears identification badge as per hospital policy.
9. Is responsible for remaining current with information disseminated through email, voice mail, memos and posted notices.
10. Serves as a mentor for new staff and students.
11. Answers phone courteously identifying both self and unit.

**Charge Nurse**

1. Coordinates, organizes and assigns patient care delivery based on skill mix of staff, patient needs and cost containment issues.
2. Knows general description of patients on the unit and uses the information to make appropriate changes/reprioritizes as indicated.
3. Demonstrates calm, efficient demeanor, is tactful and positive.
4. Available to staff for consultation and assistance.
5. Reevaluates patient assignments to ensure patient care needs are met.
6. Monitors less experienced staff and gives direct feedback.
7. Assists, resolves, or appropriately refers customer service issues.
8. Follows-up to be sure shift activities have been completed.
9. Ensures facility safety for patient, family, staff, and reports issues to appropriate persons consistently and in a timely fashion.
10. Utilizes chain of command appropriately.

**Advocacy and Humanistic Care**

1. Treat all patients with respect and dignity and work to promote the mission in the context of his/her work.
2. Make initial contact and provide information to the patient on behalf of the provider, clinic and project.
3. Acts as an advocate for patients and families through such activities as assisting them with locating appropriate staff to address their concerns and safeguard patient’s privacy and confidentiality.
4. Respond to patient complaints and concerns by: listening to, documenting information and data from appropriate sources, composing report for review and resolution, and appropriately triaging patient complaints.
5. Refers patient to those who can give assistance if unable to meet patient’s needs.
6. Introduces self to patient and explains the role of the RN I and II. Offers assistance if patient looks lost or confused. Escorts patients to their destinations when possible.
7. Conducts care-related discussions in the most private settings available.
8. Patients always take precedence over tasks. Asks patient at end of contact if there is anything else the patient needs.
9. Provide additional service for those who have been inconvenienced or who may need special assistance. Contact patient relations office when appropriate.
**Communication and Team Building**
1. Promote and contribute to the development of teamwork in the service and working relationships between the service and other departments and disciplines.
2. Forms productive working relationships with co-workers. Communicate clearly, directly and on a timely basis.
3. Is open to receiving direction, ask for assistance when needed, treats staff with respect and dignity.
4. Maintains a professional manner at work.
5. Acts as a back up to other RN I and II’s (if applicable) in answering phones, covering breaks, leave coverage, helping all Attendings and staff, etc.
6. Represents the clinic/unit in divisional and/or hospital committees and meetings.
7. Works independently, uses resources including computerized information systems and staff from ancillary departments and outside agencies, ask for assistance when needed, be open to feedback, help problem solve with team and work with Attendings and supervisors to meet needs of the service and patients.

**Safety/Response to Emergencies**
1. Participates in an interdepartmental effort to facilitate a safe environment for all staff and patient care.
2. Follows HMC standards on the use of safety equipment and regulations of personnel where required.

**Quality Assessment and Improvement**
1. Participates in and support quality assessment and improvement activities.
2. Maintain/improve knowledge and skills related to medical terminology, policies/procedures and medical center services.

**Professional Development/Skills**
1. Demonstrates responsibility for own professional growth through pursuit of work-related experiences and education opportunities.