

DESCRIPTION: Under direct supervision, and within the scope of RN licensure, supervises nursing and direct care staff in the delivery of nursing services. Incumbents provide nursing care and administer nursing services through one of the following management situations: supervision of a autonomous patient care area; supervision of a specific clinical program; or shift supervisor for a unit or campus; or in charge of all nursing services within a Correctional facility; performs related work as required.

DISTINGUISHING CHARACTERISTICS: (A position is assigned to this class based on the scope and level of work performed as outlined below.)

This class is responsible to provide supervision to subordinate staff on a day to day basis and assigns duties and reviews work.

EXAMPLES OF WORK: (A position may not be assigned all the duties listed, nor do the listed examples include all the duties that may be assigned.)

Directly supervises RN's, and/or LPN's on assigned shift/program and/or may supervise direct care personnel.

Administers nursing service activities on assigned shift or specific program; completes performance evaluations on subordinate nursing service employees; schedules nursing service staff for assigned shifts and work area.

May fill in for the Nursing Director/Associate or Nursing Director in their absence.

Trains subordinates in the nursing care of mentally ill, developmentally disabled, geriatric, chemically dependent patients or inmates at a Correctional facility.

May provide required nursing in-service training programs.

Consults with psychiatrists, physicians, psychologists, and other clinical staff in coordinating individual patient care treatment plans.

Resolves conflicts between patients and employees as well as difficult personnel related problems.

Assures high standards of sanitation and infection control in accordance with accreditation standards.

Interviews and hires nursing service employees for designated shift or program.

Assures that adequate standards of medical record keeping are maintained.

Completes various nursing service reports.

Performs nursing tasks in emergencies.

May attend department head or treatment team meetings.

KNOWLEDGE, SKILLS, AND ABILITIES REQUIRED: (These are needed to perform the work assigned.)

Knowledge of: registered nursing theory and practice; accepted standards of care; policies and procedures governing nursing care; sanitation and infection control standards; planning, providing and evaluating quality nursing care; Nebraska regulations pertaining to nursing practice, including scope of practice parameters; psychology or another behavioral science; supervision or management techniques, principles, or practices.

Skill in: coordinating and providing nursing care; directing nursing service shift or program activities.

Ability to: supervise a shift or program for nursing care; oversee the maintenance of medical records; write administrative reports as required; communicate effectively orally and in writing; use a computer.

MINIMUM QUALIFICATIONS: (Applicants will be screened for possession of these qualifications. Applicants who need accommodation in the selection process should request this in advance.)

A current license to practice as a Registered Nurse in Nebraska or authority based on the Nurse Licensure Compact to practice as a registered nurse in Nebraska and experience assigning, reviewing, leading, or supervising the work of others.

SPECIAL NOTES:

Continuing Education is a requirement to maintain licensure as a licensed Registered Nurse.

Incumbents classified to this class must demonstrate clinical competency on an annual basis. (need to verify with DHHS and Corrections)

State agencies are responsible to evaluate each of their positions to determine their individual overtime eligibility status as required by the Fair Labor Standards Act (FLSA).