Position: Registered Nurse/County Jail Reports to: Sheriff or designee

Status: Non-Exempt

Primary Tasks:

Performs a variety of professional nursing services for inmates within the County Jail facility;

related to planning, organizing, monitoring and implementing nursing and medical care services.

Essential Functions

* Under the general guidance, may be responsible for, but not limited to:
  + Provide inmate health care based on needs assessment and nursing care plan pertaining to mental health status and physical status; may use nursing diagnose initial medical complaints.
  + Work independently under the direction of the Jail Physician
  + Following health assessment, assist in assigning inmates to appropriate housing unit, check inmates on a daily basis or as needed, and continually coordinate inmate=s medical information to all others as appropriate.
  + Identify treatment(s) for inmate medical needs and perform treatment(s) as deemed necessary.
  + When medical needs dictate, determine need for physician or other medical treatment(s), i.e. hospitalization.
  + May develop, coordinate, and conduct specialized health care clinics and provide guidance and teaching directed at disease prevention;
  + As assigned, may oversee health care duties of LPN, CNA, EMT, or other associated health care workers.
  + Perform physical exams to check for special health problems.
  + Responsible for the medication and inmate medical records, to include:
    - Proper implementation of physician=s orders or prescriptions.
    - Assist in maintaining both an accurate inventory of medication(s) to ensure ample quantities for inmates, and a control process in order to purchase additional medical supplies and prescriptions in a timely manner.
    - Order required medications, and perform the delivery of medications to inmates.
  + In the jail computer data base, record and maintain new and revised medications, and record clear, concise, and accurate information pertaining to all treatments performed.
  + Responsible for both inmate and jail security and perform other tasks as assigned by supervision, to include but not limited to:
    - Secure all areas when entering and leaving.
    - Provided weekly activity reports on nursing duties related to planning,
    - organizing, directing, monitoring, and/or implementing nursing and medical care services for the county jail.
  + Perform other duties as assigned or required.

Skills (S) & Knowledge (K) Requirements:

* Qualifications may include graduation from an accredited college or university
* with an associate’s degree in nursing; must be currently licensed; desire experience in general medicine.
* Ability to speak, read, and write the English language is essential;
* Must be 21 years of age, and must consent to and successfully pass a criminal
* background investigation.
* Must have experience with personal computers, good key boarding experience and

good writing and spelling skills; experience with Windows, Word is desirable.

* Must be able to follow complex oral and written instructions.
* Must be currently BLS certified and able to assess a large variety of medical
* situations.
* Must have the ability to remain calm, think clearly and act rapidly in an emergency

situation; must be able to bend, stoop, twist and turn, climb up and down stairs,

and occasionally lift up to 50 pounds.

* A working knowledge of jail policy and procedures is a plus.
* Must be willing to maintain a flexible schedule to accommodate additional work

time as necessary.

Personal Characteristics:

* Must be highly motivated and a self-starter.
* Must possess strong people skills, be cooperative, and exercise professional deportment in areas
* of public relations.
* Must have a high level of integrity and honesty, and sustains and up-holds the law.
* Must be able to stay focused on the task while stationed in a busy environment.
* Must be punctual and reliable.
* Must be a team player who enjoys interfacing with people and is non-judgmental of others.
* Must have a positive attitude and willing to accept new responsibilities as required.