WEST TEXAS REHABILITATION CENTER

Night RN
Hospice

Reporting to: Director of Hospice

This job description is a record of the essential functions of the listed job. The job description provides the employee, Administration, Human Resources, applicants, and your supervisor with a clear understanding of the job, where it fits at WTRC, and the skill and work requirements. The existence of the approved job description is not intended to limit normal change and growth.

Core Values (WTRC is committed to):

- Doing the Right Thing - If it is the right thing to do for patients, employees, and donors, then we DO IT.
- Integrity - Ensure honesty and ethical practices in all actions.
- Team Work - Work as a team with respect for others at all times.
- Quality Care - Work for the best of the patient with respect and compassion. Always.
- Culture - Provide a unique culture focused on getting the job done and having fun.
- Stewardship - Financially responsible in all ways.
- Excellence - Provide excellence in all interactions to all people.

Competencies:

- Good Work Habits - Employee keeps good habits at work, has an organized workspace, and abides by WTRC dress code.
- Attendance - Employee arrives on time, gives notice of time off needed, and does not call-in frequently.
- Quality of Work - Employee produces quality work with little to no errors.
- Volume of Work - Employee is able to take on a full workload.
- Initiative - Employee regularly shows initiative by accepting extra responsibilities, learning new functions, providing ideas for improvement and/or volunteering at events, etc.
- Organization - Employee maintains an organized and clean workspace.
- Compliance with WTRC Policies - Employee abides by WTRC policies.
- Contributes to the WTRC Team - Employee is a good teammate across all departments and locations.
- Meets Deadlines - Employee meets deadlines expected of them.
- Accepts Direction - Employee takes direction well and implements ideas for improvement.
- Leadership Abilities - Employee shows an ability to lead others.
- Customer Service - Employee has excellent customer service both internally and externally.
- Recognition of WTRC Programs/Services - Employee understands the WTRC mission and services offered.
- Computer Efficiency - Employee exhibits computer intelligence and can efficiently navigate all software programs expected of them.
- Communication - Maintains great communication with supervisor, coworkers, patients, donors, etc.
- Supervisory Skills - Employee displays the ability to supervise others effectively and is able to complete supervisor responsibilities.

Requirements:

Current license to practice as an RN in the State of Texas. At least one year of experience as an RN is preferred. Must be willing to travel and take after-hour calls.

Job Responsibilities:

Provides skilled nursing care in response to patient/family crisis calls and participates in interdisciplinary care. The position requires good listening and communication skills, along with the capability in assimilating seemingly unrelated activities into a cohesive whole structure. It is essential that the RN have the ability to triage calls according to their importance.

- Receives all patient related calls from answering service.
- Triage patient calls and provides home or in-patient visit for unexpected changes in condition, deaths, dispose narcotics and when patient's need warrant.
- Supervises and gives report to weekend LVN/Aide.
- Contacts secondary on-call RN to report patient related calls when backup is needed, for all referrals received, when other disciplines are needed, matters unrelated to patient care.
- Contacts Administrator on-call for status changes when secondary RN cannot be reached.
- Facilitates hospice transfer to in-patient setting, notifying hospital or skilled nursing facility admissions department/supervisor and/or emergency room of patient's identity.
- Attempts to contact patient's assigned volunteer when patient is actively dying.
- Notifies team members of all deaths on voicemail.
- Assesses client outcomes.
- Attends death, pronounces time of death, provides emotional support, provides post mortem care and does patient discharge.
- Answers patient/family questions and concerns relative to hospice care and services.
- Teaches, supervises and counsels patient/family/caregivers regarding physical care, symptom management and pain control.
- Actively participates with the IDT in development of care plan as appropriate. Attends IDT.
- Documents clearly and concisely in a timely manner.
- Receives report at initiation of shift and reports shift interventions to backup RN by 8:00 AM
- Practices only within designated Scope of Practice as defined by the Texas State Board.
- Recognizes and reports situations of potential harm to the patient.
- Participates in continuing education opportunities and in-services.
- Provides a safe and comfortable environment.
- Maintain the patient's and family's right to privacy and confidentiality at all times.
- Works non-judgmentally with patients and families of various cultures, religious, and socioeconomic backgrounds and lifestyles.
- Deals effectively with difficult situations by using negotiation skills to resolve conflict.
- Exhibits good listening and comprehension.
- Treats patients, families and staff with respect and compassion.
- No gossip, does not harm others in conversation.
- Performs other responsibilities as assigned.

This position requires endurance to perform tasks over long periods of work hours and the ability to perform essential functions without posing a "direct threat" in the work place. Must be able to lift 55 pounds.

Category of risk to exposure to blood and fluid: 1 ● 2 ○ 3 ○