

**Job Class Profile: Registered Nurse I****Pay Level: NS-28 Point Band: 740-790**

Factor	Knowledge	Interpersonal Skills	Physical Effort	Concentration	Complexity	Accountability & Decision Making	Impact	Development and Leadership	Environmental Working Conditions	Total Points
Rating	5	5	5	6	4	4	5	2	5	
Points	233	83	32	29	120	87	103	43	54	784

**JOB SUMMARY**

Responsible for providing professional standards of nursing care (including Psychiatry) for patients. Work involves assessment, evaluation, and implementation of a plan of care often in collaboration as part of a multidisciplinary healthcare team. Provides care, comfort, and nurturing; administers medications/treatments; educates and counsels patients related to diagnoses, procedures, treatments and therapies; and maintains accurate records. May be assigned on a shift basis as in charge nurse or a team leader.

**Key and Periodic Activities**

- Assesses, monitors, treats, advocates and evaluates patients' plan of care, obtains patient history, admits patients to care facilities, teaches and counsels patients/families regarding diagnoses and treatment, provides direct patient care, reviews charts, maintains patient and staff safety, completes risk assessments, interprets physiological findings, documents and communicates pertinent information, discharges patients, and ensures ongoing treatment plans are in place.
- Administers medications and gives injections; observes patients; assesses changes in condition, symptoms, needs, and concerns; maintains accurate and detailed records; and documents patient information and nursing interventions.
- Performs/arranges, evaluates, and interprets diagnostic tests and procedures (i.e. blood work, X-rays, EKG, etc.) in order to monitor a patient's care. Checks/assesses vital signs and symptoms, and provides patients with basic care (i.e. bathing, toileting, dressing, and eating, etc.)
- Responds to medical and psychiatric emergencies including code white (psychiatric emergency codes), and may have to physically restrain patients.
- Consults and coordinates with multidisciplinary healthcare team to evaluate, plan, and implement care plans. Works as part of an interdisciplinary team, attends patient rounds, coordinates care as a member of the team communicating/collaborating with co-workers and other health care providers, carries out physician orders and provides consultations to staff.
- Assists physicians and other healthcare providers with medical procedures and tests, (i.e. checks, and preps patients for procedures, tests, and surgery, as well checks and prepares equipment, materials, and rooms).
- May be a preceptor to nursing students providing supervision, education, and evaluation of their clinical placements.
- Communicates health promotion techniques, educates and/or counsels patients and families

### Key and Periodic Activities

- regarding diagnoses, care, procedures, tests, etc. May facilitate or deliver educational topics to team.
- Completes risk assessments (self-harm, suicidal aggressive behaviour of patients in the program), and coordinates referral/follow up care as appropriate.
- May work as an in charge nurse with responsibility to organize the patients' plan of care assignments to other nurses, supervise the completion of work tasks, coordinate the transfer of patients into and out of the unit/facility, and guide the working relationships amongst the staff.
- Orders stock medication and conducts equipment checks.
- May accompany patients to external appointments.
- Checks and prepares equipment and machines (i.e. glucometers and cardiac monitors), ensures equipment is working properly, and may calibrate machines.
- Makes follow up appointments for patient awaiting discharge.
- Counsels and triages patients' telephone calls at home in emergency situations.
- Attends staff meetings and may participate on committees, quality improvements, and risk management activities.

## SKILL

### Knowledge

#### General and Specific Knowledge:

- Nursing, Psychiatric nursing and related organizational and professional policies and procedures
- Patient diagnoses, assessment, treatment/therapies and Mental Health Status Examination
- Medication preparation, administration, and side effects
- Equipment and technology as it relates to field
- Current trends, research and developments within nursing, psychiatry and related fields
- Computers to retrieve, document and research information

#### Formal Education and/or Certification(s):

- Minimum: Undergraduate Degree in Nursing or a 3-year Diploma in Nursing. May require a Canadian Nurses Association (CNA) post basic certification in Psychiatric/Mental Health Nursing.
- Professional Designation of R.N. (Registration with the Association of Registered Nurses of Newfoundland and Labrador (ARNNL))
- Attends and receives continuous education and training which may include recertification (i.e. BCLS, First Aid, and Therapeutic Crisis Intervention Training).

#### Years of Experience:

- Minimum: less than 1 year of experience

#### Competencies:

- Critical thinking and computer skills
- Nursing practices, treatments and modalities
- Ability to work in a multi-disciplinary team and independently

- Professional responsibility and accountability
- Ethical decision making
- Ability to communicate effectively

### Interpersonal Skills

- A wide range of interpersonal skills are used to listen to collect confidential information, and ask questions to patients, healthcare professionals, and others; to conduct formal interviews (patient history), provide care, comfort or nurturing, advocate, instruct/train/teach patients and their families and students; provide expert advice and counselling, resolve disputes; deal with upset/angry people, and gain the cooperation of others to work as part of a team to deliver professional nursing care and communicate effective care plans healthcare workers, patients, and their families.
- Communications occur with patients and their families, general public, other nurses, healthcare professionals/workers (i.e. members of interdisciplinary team), employees, manager, students, suppliers, sales representatives, professional associations and advisors (i.e. Professional Practice, clinical educators).
- Most significant contact is with patients and their families, healthcare team members including physicians and manager.

## EFFORT

### Physical Effort

- Regularly, the demands of the job result in considerable fatigue, requiring periods of rest and strength and endurance.
- Constantly moves or lifts equipment/machinery/supplies up to 10 lbs (meal trays), regularly moves or lifts equipment/machinery/supplies (i.e. beds, meal trays, IV poles, monitors, wheel chairs, etc) up to 25 lbs and occasionally is required to restrain, reposition/move and/or lift patients (may use mechanical lifts or sliding board for assistance) over 50 lbs. Pushes and pulls patients over 50 lbs on stretchers and in wheelchairs.
- Physical effort is constantly used to stand and walk to provide patient care or to observe patients and physical endurance is required to push and pull carts and stretchers. Utilizes gross motor skills, maintains balance and works in awkward or cramped positions to assist with procedures such as applying casts, performing injections or holding patients in place for procedures. Occasionally sits to perform computer work or document charts.
- Constantly uses fine finger/precision work requiring steadiness and accurate movement/control such as when performing vital signs, physical assessments, inserting IVs and catheters, removing sutures, drawing up medications, or working on the computer.

### Concentration

- **Visual concentration** is required to provide and conduct risk assessments, observe or monitor patients who may be at risk for self harm, suicide, and aggressive behaviour, to complete charts/reports/documents, administer medications, conduct treatments or tests (i.e. EKG), read equipment/monitors and to work on the computer documenting patient information.
- **Auditory concentration** includes listening to patients when they are providing information (i.e. medical history, clinical interviews, etc.), listening for patient disturbances, and listening to

doctors and co-workers for directions and discussions regarding patient care, to the report at the change of shift, other healthcare team members for direction, advice, understanding and information when conducting assessments (i.e. listening to patients heart and lungs using stethoscopes, and dopplers, etc.), and to listen for emergency codes, fire and machine alarms.

- **Other sensory demands such as touch** are required to perform physical assessments (check patient for temperature changes, to palpate pulses, feel for physical abnormalities), and provide care and comfort to patients. **Smell** is also required to detect illness (odours from wounds, breath or poor hygiene), alcohol or drugs, fire, or patients who may be smoking.
- Examples of **repetition requiring alertness** include performing risk assessments, administering medications and treatments, and taking vital signs. A **higher level of concentration and alertness** is required when observing patients who may be at risk for their safety or are aggressive, responding to code whites, during fire alarms, and when observing a patient's reactions from medications.
- May be subject to **time pressures and deadlines** when giving medications, treating a number of different patients, and when emergencies occur.
- **Lack of control over the work pace** is experienced when there are time pressures and deadlines due to emergencies or crisis situations, administering medication, following a plan of care, documenting, and unpredictable number of patient admissions.
- **Eye/hand coordination** is required when giving injections, using equipment (glucometer, blood pressure monitor), and when working on the computer.
- **Exact results and precision** is required when conducting assessments (vital signs), documenting charts, administering or determining dosages of medications, completing surgical dressings, inserting IVs, and setting up and using equipment (i.e. IV, blood pressure cuff, catheter, etc).

### Complexity

- Tasks and activities are different, but related and require a broad range of skills and a diversity of knowledge.
- Work involves assessment, evaluation, and implementation of a plan of care often in collaboration as part of a multidisciplinary healthcare team and includes administering medications/treatments; educating and counselling patients related to diagnoses, procedures, treatments and therapies; and maintaining accurate records.
- Typical complexities include assessing patient needs, determining the optimal solution, developing and/or following a specific care plan for individual needs, counselling and/or coaching patients during procedures and changing the plan of care according to established parameters. Also includes caring for patients who are going through a crisis situation requiring intensive verbal assessment and communication, as well as advice and counselling.
- Complexities tend to be solved by obtaining advice from or through discussions with other nurses, physicians/other healthcare providers, the manager, clinical educators, referring to training/experience, the internet, following organizational guidelines, policies and procedures, ARNNL standards/guidelines and the Mental Health Care and Treatment Act.

## RESPONSIBILITY

### Accountability and Decision-Making

- The structure of the work tasks and activities are highly documented and reviewed.
- Works independently and as part of an interdisciplinary team and makes decisions regarding the health and safety and certain treatments of patients; ordering necessary supplies; administering medications on an “as needed” basis; increasing patient supervision, depending on the situation; delegating tasks to colleagues and support staff; and, in certain areas, calling in additional staff to work and sending a patient to another facility for further assessment and treatment.
- Requires approval from a physician for changes in a patient’s plan of care (i.e. medication, activity or dietary changes); supervisory approval for purchasing (other than non-stock items), increasing staffing levels; commitments on behalf of the organization and releasing information to the public.
- Exercises some discretion around dressing changes and the amount and frequency of administering analgesic based on assessment of the patient; allowing patients to go off the unit, allowing visitors on the unit; when providing confidential information to others, when giving medications and doing nursing procedures. May exercise a high degree of discretion and judgment while prescribing treatment, treating patients (especially in emergency situations), and providing patients with medication. When reviewing physicians’ orders, there is some discretion and judgement used to interpret directions and apply guidelines to make decisions around a patient’s medication or treatment. There is a high degree of discretion and judgment around a patient’s care during emergencies, treatments, or when there are errors affecting their care.

### **Impact**

- Work activities have an impact on the patient, the immediate work area, within and outside the department and organization.
- Work activities could either negatively or positively impact on the quality of care provided to patients and their families.
- Resources that are impacted by work activities are equipment (i.e. if it is not set up or used properly), processes and systems, information (i.e. incorrect documentation), finances (i.e. wastage of supplies), material and human resources and health and safety. The most significant impacts are on the patients and the treatment, assistance, information and medication provided to them, and their health and safety.
- Tasks are generally prescribed, controlled and evaluated through the documented process of the patient care plan and are based on professional standards, policies and procedures. Problems tend to be identified and solved quickly.
- The types of errors that could occur include a medication error, incorrect or missed physician orders, improper transcription of orders or a procedure performed on the wrong patient which either of these could be fatal. This is mitigated through the double checking of medications being administered and physicians’ orders, and the highly documented patient care plan. Requires licensure to practice and their professional activities are monitored through their professional association.
- Problems are typically solved within hours of problem identification.

### **Development and Leadership of Others**

- Not responsible for the supervision of staff; however, has clinical nursing supervisory

responsibilities when in charge on a per shift basis.

- Provides development and leadership responsibilities such as on-the-job advice, guidance, direction, feedback, orientation, mentor, and train new staff, and students (preceptor). Additionally, when in an in charge role, delegates/allocates tasks, organizes, coordinates patient/nurse assignments, some staffing functions, and checks the work of colleagues/students.

## WORKING CONDITIONS

### Environmental Working Conditions

- Required to use protective cautions or equipment such as call Code White alarms if required, wear gloves, goggles, masks, gowns, appropriate footwear, and take preventative measures against the spread of diseases/infections (i.e. hand washing) and wear lead aprons and radiation safety badges to reduce and monitor exposure to radiation. Also, there is a requirement to practice safety techniques, i.e., Back Injury Prevention Program (BIPP), to use mechanical lifts, and/or sliding board for lifting or moving patients.
- There is a limited to moderate likelihood of receiving minor cuts, bruises or acquiring minor illnesses, fracture or other injuries or receiving a partial or total disability, if all safety precautions are undertaken.
- There is regular exposure to conditions such as bodily fluids/waste, infectious diseases, hazardous chemicals, odours, sharp objects (i.e. needles), awkward confining spaces, and lack of privacy when giving treatments, having discussions and sharing confidential information. Occasionally, there is exposure to physical danger and threats (i.e. from upset/aggressive patient and family members), unusual/distracting noise, dirt/dust/filth, and glare (i.e. from computer).