

Jurisdictional Class: Non-Competitive  
Adopted: August 22, 2001  
Revised: May 25, 2016

**REGISTERED PROFESSIONAL NURSE**

**DISTINGUISHING FEATURES OF THE CLASS:** The work involves responsibility for providing a nursing care plan for individuals and providing professional nursing services requiring substantial specialized judgment. The work involves performing nursing services requiring the application of biological, physical, psycho-social sciences and nursing skills in the care of the sick, the prevention of disease, and conservation of health. An RN promotes coordination and effective case management of patient care services rendered by an interdisciplinary team. The work is performed under the general supervision of a higher level nurse or coordinator position. A Registered Professional Nurse may supervise Licensed Practical Nurses, unlicensed personnel and auxiliary staff assigned to carry out plans of care. The incumbent does related work as required.

**TYPICAL WORK ACTIVITIES:** (Illustrative only)

- Assesses and interprets vital signs, physical indicators, lab values, recognizes abnormal levels and intervenes appropriately;
- Assesses patient nursing care needs, plans, implements and evaluates the nursing care to individuals and families, documents and reports to proper authorities, and makes appropriate referrals to provide for continuity of care;
- Provides skilled nursing care and prescribed treatments to patients in their homes, clinics, schools, and other community settings, and demonstrates nursing care to patients and families;
- Provides nursing case management and coordinates plans of care of a multidisciplinary team including nutritionists, social workers, physical therapists, physicians, hospitals, and other professional health workers and evaluates progress;
- Counsels and guides individuals and families towards self-help in recognition and solution of physical, emotional, and environmental health problems, and provides health education and training in the prevention of illness and the attainment of maximum health;
- Supervises Licensed Practical Nurses and auxiliary staff;
- Maintains essential nursing care records and reports;
- May be responsible for assisting in the maintenance of a perpetual inventory of all controlled substances, toxic or dangerous drugs and medical supplies and may be responsible for ensuring medications and supplies are ordered and on hand;
- Adheres to nursing policies and professional nursing practice standards including responsibility for professional development;
- Participates in leadership activities including working on teams addressing work improvement projects, staff orientation, and mentoring new staff and students' clinical and educational experiences;
- Understands and implements program objectives and operations, applies and explains program goals and departmental policy to various audiences;

**For RNs assigned to the Clinton County Social Services Department, additional work activities include:**

- Determines disability for clients according to New York State Medical Disability Standards by collecting and analyzing medical/psychiatric/educational/vocational records, collaborating with medical review team, and corresponding with the Albany Office of Medicaid Management;
- Establishes Social Security Disability/SSI claims for disable clients and acts as their representative through the process of application, appeal, and award;

## Registered Professional Nurse

Coordinates with medical providers, Social Security Administration, legal offices, and other community agencies;

Understands the complexities of the Federal Disability Standards, analyzes and interprets medical/psychiatric/ education and vocational documentation as they relate to said standards;

For RNs assigned to the Clinton County Health Department, additional work activities include:

Participates in community partnerships and alliances to address high-priority community health needs and conducts outreach;

Participates in training for Incident Command System, emergency response and drills, and responds to community emergencies/disasters as part of the Public Health Response requirements;

Describes and applies skills of core competencies within the context of the essential public health services;

Completes day sheets, OASIS, billing information, and documents in records as required for reimbursement of services;

Completes nursing documentation using approved record system including electronic tablets, and secures and maintains confidentiality of all data.

### **FULL PERFORMANCE KNOWLEDGE, SKILLS, ABILITIES & PERSONAL CHARACTERISTICS:**

Thorough knowledge of current professional nursing practices;

Skill in the application of current nursing procedures and techniques of patient care;

Ability to plan and coordinate nursing care for individuals, families, and groups, and ability to supervise nursing personnel assigned to assist with this care;

Ability to establish and maintain cooperative working relationships;

Ability to communicate effectively orally and in writing;

Ability to understand and complete financial and billing processes necessary to assist with reimbursement;

Ability to use technology for accurate, efficient, and secure data management and communication;

Ability to perform duties in accordance with ANA Code for Professional Nurses and other applicable codes and regulations;

Ability to accept and utilize guidance;

Sensitivity to individual client needs with the ability to approach situations that take into account diversities and cultural differences;

Flexibility;

Sound judgment.

**MINIMUM QUALIFICATIONS:** Possession of a valid permit or license issued by the New York State Education Department to practice as a Registered Professional Nurse.

### **SPECIAL REQUIREMENTS FOR THOSE WORKING IN THE CLINTON COUNTY HEALTH DEPARTMENT:**

- 1) Assignments made to employees in this class will require reasonable access to transportation to meet field work requirements made in the ordinary course of business in a timely and efficient manner.
- 2) Upon appointment, candidates will be required to submit to and pay for all costs associated with a pre-employment health assessment, conducted and approved by a medical practitioner prior to assuming duties. Regulated by NYSDOH regulations Section 766.11 (c) Article 36.