

# KOSCIUSKO HOME CARE & HOSPICE, INC.

## JOB DESCRIPTION

**JOB TITLE:** Home Care Registered Nurse

**FLSA STATUS:** Non-Exempt

**REPORTING RELATIONSHIP:** Reports to Home Care Director.

### **GENERAL SUMMARY:**

Coordinates primary care services for patients. Appraises the health and safety needs of the patient and family/caregiver. Interprets patient needs to other disciplines. Provides health instruction and emotional support to patient and family/caregiver. Participates in the development and assists with compliance of agency policies.

### **ESSENTIAL FUNCTIONS:**

1. Provides, under physician direction, skilled nursing care to patients requiring intermittent part-time professional services; this may include performing diagnostic tests, obtaining lab specimens, and/or providing treatments. Utilizes Standard/Transmission Based Precautions.
2. Develops and implements, in conjunction with the primary physician and other team members, a plan of care that utilizes outcome based criteria and is specific to each patient to meet the identified physical, social, and emotional needs. Plans for continuity of care with other team members.
3. Assesses and evaluates the patient/family/caregiver's present and potential problems, behavioral patterns, and environment that would influence their health status, needs, and resources. Reports to physician significant changes in the patient's condition and/or environment, which may affect the patient's progress toward the desired outcomes.
4. Maintains and documents patient's clinical records and discharge oasis information on a laptop computer as required, and submits documentation in timely manner.
5. Demonstrates knowledge of internal/external regulatory requirements for the home care industry.
6. Provides instruction in health practices, preventative treatments, rehabilitative nursing, and care to the patient/family caregiver. Provides instruction to the patient/family/caregiver regarding implications of the diagnosis and nature of the treatment, as specified by the physician. Supervises and evaluates patient's self care and care that is given by the family/caregiver.
7. Works closely with the Home Care Director in providing total quality patient care through compliance with policies, procedures, and objectives of the Home Care Department.

## Home Care Registered Nurse

### Job Description

#### Page 2

8. Maintains a working relationship with other health and social service agency personnel to assist in planning, implementing, and evaluating service to patient/family/caregiver. Participates in public relation activities as required.
9. Coordinates, instructs, and evaluates the care given by the home health aides/homemakers.
10. Participates in the Continuous Quality Improvement program.
11. Maintains competency in nursing skills and knowledge; demonstrates ability to perform skills specific to patient population. (i.e. infant, adolescent, adult, or aged).
12. Maintains knowledge of current trends and developments in the field by reading appropriate books, journals, and other literature and attending related seminars, conferences, etc.
13. Responsible for knowing the lifting requirements of the job and requesting assistance when appropriate.
14. Contributes to Performance Improvement activities at Kosciusko Home Care & Hospice, Inc.

#### **NON-ESSENTIAL FUNCTIONS:**

Performs other duties as required or assigned.

#### **JOB QUALIFICATIONS:**

##### Education:

Must be a Registered Nurse from an accredited school of nursing.

##### License:

Current Registered Nurse license in the state of Indiana.

Must have a valid driver's license.

##### Experience:

Minimum of one-year experience, two years preferred as a Registered Nurse.

**Home Care Registered Nurse  
Job Description  
Page 3**

Other:

Must have good computer, verbal and written communication skills.

Must demonstrate knowledge and skills necessary to provide care appropriate to the age of the patient (infant, adolescent, adult, or aged) served on assigned team.

Comprehensive knowledge and skill in current nursing practices, including the development and utilization of patient care plans.

Must be able to stoop, bend, and lift 75 pounds, assist with 150 pounds for patient transfers.

Must provide own transportation and travel to patients' residences.

**WORKING CONDITIONS:**

Exposure to potentially hazardous conditions due to patient contact (contagious viruses, bacteria, etc.).

**APPROVALS:**

\_\_\_\_\_  
Administrator

\_\_\_\_\_  
Date

\_\_\_\_\_  
Employee Name

\_\_\_\_\_  
Date

The above is intended to describe the general content of and requirements for the performance of this job. It is not to be construed as an exhaustive statement of duties, responsibilities, or requirements.

Effective: 5/93  
Updated: 1/96; 12/97; 4/98; 10/03  
Salary Range: Grade 12