

MAGNOLIA COMMUNITY SERVICES NURSING DEPARTMENT

NURSING JOB DESCRIPTION/CRITERIA FOR EMPLOYMENT

RESPONSIBILITIES INCLUDE THE INDEPENDENT PROVISION OF BASIC NURSING CARE. WEEKDAY AND WEEKEND WORK REQUIRED FOR POSITION ELIGIBILITY OR CANDIDATE FOR EMPLOYMENT

1. Provides nursing care to assigned individuals in their cottages and group homes and in other client areas
2. Provides information to direct care staff relative to the implementation of clients' health care services and programs.
3. Documents all pertinent health related data and follow up in accordance with company policy.
4. Physically responds directly to all requests for health care services or situations in which a nurse is needed.
5. Maintain current Nursing and CPR license
6. Administers medications and treatments as assigned in group homes and cottages.
7. Administers medication and treatments to day clients as directed by physician on medication authorization form.
8. Takes all necessary action as per written procedures to insure timely completion of actions required by physician orders, inclusive of monitoring of medication side effects (labs, etc.)
9. Responds and participates in all emergencies and emergency training activities such as current CPR, fire safety, evacuation, etc.
10. Reports all health care needs of clients to physician for further evaluation and treatment.
11. Communicates changes in clients Behavioral Management Medication and the reasons for these changes to direct care staff.
12. Attends off campus doctors/hospital appointments with clients as needed.
13. Assure adequate supplies and equipment are available and in good working condition.
14. Notifies family members of injuries and acute illnesses.

15. Administers medication and treatments and conducts training in self medication administration if applicable.
16. Collects specimens in accordance with physician orders and agency policy
17. Reports relevant information and/or unusual findings to DON
18. Maintains a clean working environment.
19. Willingly accepts and performs other duties and assignments to meet the needs of individuals residing at Magnolia Community Services.
20. Adheres to Nurse Act of Louisiana and Magnolia Community Services policies and procedures.
21. Performs quarterly assessments.
22. Attends to all ill clients during the day/night.