

SNOHOMISH COUNTY JOB DESCRIPTION
REGISTERED NURSE – HUMAN SERVICES

Spec No. 2366

BASIC FUNCTION

To provide Nursing Services in the Human Services Case Manager, Long Term Care and Early Learning Programs. Nursing Service RNs offer clients, providers, and case managers health-related assessment and consultation in order to enhance the development and implementation of the client's care plan. Responsibilities include file reviews, consultations, and home visits. Nursing Service RNs do not provide direct care requiring physician orders and supervision.

STATEMENT OF ESSENTIAL JOB DUTIES

1. Assesses medical, psychosocial, and physical needs of clients; conducts home visits with clients, care providers, families and other involved parties to review client needs and resolve concerns. Makes joint home visits with non RN staff to provide information from a medical point of view.
2. Provides health-related education and training to groups.
3. Provides task-specific training and instruction from a medical perspective to care providers and clients, and/or makes appropriate referrals for training, as needed.

WHEN ASSIGNED TO CASE MANAGEMENT AND LONG-TERM CARE PROGRAMS:

1. Provides consultation to non RN Case Managers regarding clients with unstable medical conditions at risk of residential placement or hospitalization due to unstable health.
2. Develops and implements individualized plan of services for clients with medically intensive issues with a goal of maintaining the client's independence; monitors services provided to these clients to determine adequacy of service provision; reassesses and revises service plans as needed; documents client progress.
3. Responds to referrals from non RN Case Managers by providing file reviews of the CARE assessment, other client related care plans, and medical information; office consultation or staffing with case managers regarding client specific disease processes, diagnoses, & medications; telephone consultation with clients, providers, or case managers; and home visits to clients. RNs complete documentation related to file reviews, consultations, and home visits.
4. Provides care coordination for clients through consultation and coordination with all pertinent members of a client's care team and facilitates health-related referrals to other services and programs as needed. The RNs provide education regarding available community resources and programs related to the health care needs of the client.

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STATEMENT OF ESSENTIAL JOB DUTIES (Continued)

5. Assists clients with medically complex care needs to hire personal care providers that are able to provide care according to the client's individualized care plan. Facilitates completion of contracting procedures; provides training information to care providers.
6. Responds to client crises by providing timely assessment of in home care needs; offers services within program parameters, or refers as needed; coordinates with DSHS field staff to facilitate transition of clients between residential and in-home care settings.

WHEN ASSIGNED TO EARLY LEARNING PROGRAMS:

1. Reviews medical reports (health history and well child exams) and develops health care plans, if needed.
2. Assists Staff in reviewing children's immunization records.
3. Provides staff support to Health Advisory Committee.
4. Completes site reviews to document compliance with ECEAP Performance Standards.

STATEMENT OF OTHER JOB DUTIES

1. Performs related duties as required and/or when assigned

MINIMUM QUALIFICATIONS

Graduation from an accredited school of professional nursing; AND two (2) years of paid on-the-job nursing. Must pass job related tests.

PREFERRED QUALIFICATIONS

A Bachelor's degree in nursing.

SPECIAL REQUIREMENTS

A current Washington State Registered Nurse License.

A valid Washington State Driver's License, unrestricted except as to vision, will be required prior to employment.

A pre-employment physical examination may be required for employment.

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KNOWLEDGE AND ABILITIES

Knowledge of:

- professional nursing principles, practices and concepts
- medications and expected action and side effects
- psychological, physiological and anatomical issues and systems related to children, disabled and geriatric populations
- social, financial and health problems confronting low-income, elderly and/or disabled, persons
- available community resources; interviewing, assessment and counseling techniques
- computers and software programs

Ability to:

- establish and maintain effective working relationships, rapport and coordination with disabled or elderly clients, their families, social services providers, community agencies, other county employees and the public
- interpret a variety of medical, social and psychological data
- communicate effectively, both orally and in writing, with people regardless of age, sex, social, economic, cultural or ethnic background, or sexual orientation
- instruct and train care providers; respond effectively to crisis or emergency situations
- use computers
- maintain detailed records and prepare clear, concise written reports
- function independently in client home situations
- coordinate a large volume of telephone contacts
- facilitate groups and meetings

SUPERVISION

This position receives direction from a programmatic supervisor, a division administrator or the Director of Human Services, as assigned. The work is performed with limited supervision and is reviewed through meetings, reports and results obtained.

WORKING CONDITIONS

Positions in this class typically require work being performed in a variety of settings including client homes, adult family homes, congregate care facilities, hospitals, nursing homes and the usual office environment. Employees are required to travel to client's place of residence & need to drive a motor vehicle on public roads. Positions in this class may typically experience exposure to unpleasant odors, smoke and unsafe or unsanitary conditions in clients' homes.

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Snohomish County is an Equal Employment Opportunity (EEO) employer.
Accommodations for individuals with disabilities are provided upon request.

[EEO policy and ADA notice](#)

Class Established: December 2013
Revised: November 2016
EEO Category: 2 - Professionals
Pay Grade: 241 – Classified Pay Plan
Workers Comp: 5306 Non-Hazardous