

**SNOHOMISH COUNTY JOB DESCRIPTION  
REGISTERED NURSE**

Spec No. 2138

**BASIC FUNCTION**

To assist in providing appropriate medical services for the County Jail.

**STATEMENT OF ESSENTIAL JOB DUTIES**

1. Passes medications to inmates by pushing a medication cart throughout the facility, twice on day shift and once on swing shift.
2. Evaluates medical problems and complaints of inmates; monitors vital signs when indicated such as temperature, pulse, respiratory rate and blood pressure; contacts doctors and dentists to verify medical problems, medications, treatments, and appointments; monitors inmate illnesses and/or diseases.
3. Keeps daily medical logs and establishes medical charts on inmates.
4. Receives medication and controlled substances and logs according to classification; writes up medication for drug dosages and medication times, maintains security for all medications, identifies drugs brought into Jail and writes related legal reports.
5. Conducts physical assessments on inmates to include lab work and vital signs.
6. Contacts physician offices, hospitals, and pharmacies in reference to inmates' medical diagnosis, medications, and treatment needs; counsels inmates regarding disease prognosis, confers with practitioner and mental health professionals regarding medical needs and psychological evaluation of inmates.
7. Evaluates new inmate bookings regarding health status prior to jailing; reviews and records after booking process for medication and treatment needs.
8. Establishes priorities in emergency medical situations.
9. Makes recommendations as to cell placement on inmates with physical or mental conditions.
10. Verifies special diet requests and refers information to ARNP or to the Nursing Supervisor.

**STATEMENT OF OTHER JOB DUTIES**

11. Performs related duties as required.

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## MINIMUM QUALIFICATIONS

Graduation from an accredited school of professional nursing and a current State of Washington license as a professional registered nurse. One (1) year experience in an acute care hospital or related trauma experience is preferred. Must be a lawful permanent resident or United States citizen. Must pass job related tests. Applications may be considered from students approaching graduation from an accredited school of professional nursing or out-of-state Registered Nurse candidates not yet licensed in Washington State. All applicants will be required to show proof of licensure prior to appointment.

## SPECIAL REQUIREMENTS

Candidates must successfully pass a criminal history background investigation and pre-employment drug screening. Candidates must be at least 21 years old at the time of application. No maximum age. As a condition of continued employment, must maintain Registered Nurse certification and license as required by applicable statutes.

## KNOWLEDGE AND ABILITIES

Knowledge of:

- professional nursing principles and concepts
- medications and expected action and side effects
- body physiological and anatomical systems
- laboratory values and their meanings
- individual and group behavior

Ability to:

- use surgical and other medical equipment
- make prompt, accurate, independent decisions in emergency situations
- interpret a variety of medical data
- assess and treat a limited number of easily recognizable diseases and illnesses as specified in standing orders of a physician
- write and speak in a clear and concise manner
- effectively communicate with inmates and co-workers

## SUPERVISION

Employees independently perform duties assigned by the Nursing Supervisor or ordered by a licensed practitioner.

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**WORKING CONDITIONS**

The work is performed in a maximum security detention facility. Employees are required to work weekends, graveyard shift, swing shift and holidays as assigned. There is constant exposure to hazardous chemicals, hazardous waste, bio-hazardous material; pharmaceuticals, infectious diseases and in-person contact with inmates. Physical and mental demands include ability to perform tasks involved in operating common office equipment; safely move and/or lift up to forty (40) pounds; sit and stand for long periods of time; manual dexterity to include bending, stooping, pushing, pulling and reaching; digital dexterity; talking; seeing; hearing; reasoning and analyzing complex information. Employees may be required to restrain, lift or move inmates for emergency medical purposes. Employees must be able to push or pull medicine carts and be able to open and close heavy doors within the secured facility.

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: August 1980 Spec No. 372350

Revised: December 1986, April 2002, September 2003, July 2009, August 2009, March 2010,  
May 2010, January 2012, November 2018

EEO Category: 2 – Professionals

Pay Grade 861 – Corrections Support Pay Plan

Workers Comp: 1501 - Hazardous

Approved by the Snohomish County Civil Service Commission August 24, 2012

Approved by the Snohomish County Civil Service Commission July 10, 2013.

Approved by the Snohomish County Civil Service Commission June 6, 2018.