



POSITION DESCRIPTION Emergency Department RN

POSITION SUMMARY:

The Emergency Department RN is responsible and accountable for assessing, delegating and coordinating the nursing care to patients in the Emergency Department.

POSITION DESCRIPTION – Emergency Department RN

STANDARD

Environment of Care: Demonstrates knowledge and practice of:

1. **Safety** - Department specific and hospital wide safety risks
2. **Security** – Processes for minimizing security risks
3. **Haz Mat/Waste** - Procedures for spills/MSDS
4. **Emergency Preparedness** – Role in emergency codes
5. **Fire Safety** – Role/response in Code Red actual/drill
6. **Med Equipment** – Safe operation of equipment (see specific list) user error education
7. **Utility Systems** – Emergency procedures for utility failures

Infection Control: Demonstrates knowledge and practice of:

8. Department specific policies and procedures
9. Hospital-wide policies and procedures
10. Location/use of personal protective equipment
11. CDC Hand Washing Guidelines

Performance Improvement: Demonstrates knowledge of:

12. Hospital-wide approach to Performance Improvement
13. How department is involved in hospital-wide PI program

Patient Rights: Demonstrates knowledge and practice of:

14. Patient Rights and Responsibilities
15. Confidentiality Policy – HIPAA
16. Ethical Issue Resolution
17. Organizational Ethics Policy
18. Restraint Policy & procedure, alternatives to restraints

Risk Management: Demonstrates knowledge and practice of:

19. Occurrence Reporting
20. Identify and report a sentinel event
21. Sexual Abuse/Allegation Reporting
22. Root Cause Analysis/FEMA

Certifications

23. BLS card Exp date:
24. ACLS card Exp date:

Patient Safety

25. Non-punitive medical/healthcare reporting
26. National patient safety goals
 - Accuracy of patient identification using patient's name and birth date
27. Fall prevention measures
28. Restraint alternatives/patient checks/use of seclusion
29. Verbal orders/critical test results repeated and verified

STANDARD

31. Clinical alarm safety
32. Infant abduction prevention and response
33. Inpatient suicide risk factors
34. Bed rail safety/risks of entrapment
35. Safe transport of monitored patient
36. Electrical safety related to monitoring equipment
37. Verification procedure for correct patient, site and procedure
38. Medication safety
 - Conscious/deep sedation monitoring
 - Safe storage and use of paralytics, thrombolytics, narcotics
 - Double check for insulin and heparin
 - Dangerous abbreviation list
 - Transferring medications from nonsterile to sterile field
39. Sentinel events alert
 - Potassium chloride
 - Wrong site surgery
 - Blood transfusion errors
 - High alert medications
 - Delays in treatment
 - Preventing needle sticks and sharps injuries
 - Nosocomial infections
 - Bed related entrapment deaths

Department Core Competencies

40. Demonstrate appropriate assessment, patient/family teaching and management of pain beginning at admission and follow up throughout hospitalization concluding with discharge planning needs
41. Evaluate patient response to plan of care, prioritize and implement the appropriate changes to care
42. Demonstrates awareness and respect for patient, family, significant others as an individual and as a family unit
43. Demonstrates patient/family teaching from admission throughout hospitalization to discharge
44. Demonstrates responsibility/accountability for completion of assignments in a timely manner
45. Identifies cultural and religious needs, language barriers, physical and psychological limitations
46. Cardiac assessment, intervention and documentation of care
 - Placement of cardiac electrodes
 - Arrhythmia recognition
 - External cardiac pacing
 - Defibrillation
 - Cardioversion
 - Administration of emergency drugs by ET tube
 - Care of patient in shock
 - Assist with insertion of central line
 - Critical care drug calculations
 - Management of dehydration
 - Management of patient given TPA
47. Pulmonary assessment, intervention and documentation of care
 - Assist with intubation
 - Assist with tracheostomy
 - ET suctioning
 - Nasal and oral pharyngeal airways
 - CO poisoning
 - Nasal packing
 - Throat cultures
 - Assists with chest tube insertion
 - Set up of water sealed chest tube drainage system
48. ENT Assessment, intervention and documentation of care
 - Visual acuity
 - Contact lens removal
 - Eye irrigation

STANDARD

49. Neurological assessment, intervention and documentation of care

- Glasgow coma score
- Neuro vital signs
- C-spine immobilization
- Assist with lumbar puncture
- Treatment of elevated ICP
- Care of TIAS/CVA
- Care of open/closed head injury

50. Psychosocial assessment, intervention and documentation of care

- Overdose patient
- Patients with suicidal ideation
- Blood alcohol (chain of custody)
- Abuse polices – child/adult/elder/domestic/assault/rape

51. GI/GU assessment, intervention and documentation of care

- Gastric lavage
- NG tube insertion and irrigation
- Suction
- Peritoneal lavage
- Assist with pelvic exams
- Vaginal cultures
- Straight cath insertion
- Foley cath insertion

52. Skin/wound assessment, intervention and documentation of care

- Chemical exposure – decontamination
- Burn assessment – rule of nines
- Radiation exposure
- Hypo/hyperthermia
- Sterile technique
- Dressing applications
- Application of steri-strips
- Application of tube gauze
- Care of avulsions
- Care of arterial/venous bleeds
- Care of lacerations

53. Muscular/Skeletal system evaluation, intervention and documentation

- Application of ace wrap
- Application of cervical collar
- Application of finger splint
- Application of forearm/wrist splint (Colles)
- Application of ice bag
- Application of knee immobilizer
- Application of sling and swathe
- Use of crutches
- Assists/applies casting material and OCL
- Care of fractures

54. Care of dying patient

- Psychosocial aspects of patient/family support

55. Disaster protocols - decontaminations

56. Advance directives

57. Consent for treatment of minor

58. AMA

59. Let without being seen by MD

60. Release of information

61. Telephone calls

62. Admissions

63. Transfer procedures

64. Discharge and discharge instructions

65. DOAs/ME cases

66. Follow up documentation of lab/x-ray discrepancies

STANDARD

67. Knowledge and application of:

- EMTALA
- ED guidelines

Age Specific Competencies**Knowledge**

68. Demonstrate knowledge of growth and development

69. Criteria to identify victims of abuse and neglect

Skills

70. Performs triage assessment appropriate to age

71. Demonstrate age appropriate communication skills

72. Demonstrates ability to provide age specific teaching and discharge planning

73. Demonstrates ability to assess age specific safety issues

74. Demonstrates ability to interpret patient data and react to changes in patient's condition

75. Ability to perform age specific nursing assessment

76. Proper use of papoose board

77. Proper use of Braslow tape system for pediatric patients

78. Ability to initiate life saving emergency measures in an efficient manner

79. Appropriately interprets patient data and responses to trauma

80. Administers medications according to age related protocols

Service Standards

81. Is proactive. Anticipates and responds to patient/physician/family members/coworkers needs. Demonstrates an energetic and positive approach to work. Is sensitive to customer's physical, social and cultural needs.

82. Demonstrates accountability and commitment to coworkers. Is a dependable member of the team and addresses issues in a timely manner.

83. Demonstrates sense of ownership. Pays attention to details of job, ensures all mandatory obligations are met.

84. Gives all customers their full attention and treats them with dignity, respect and understanding.

85. Presents a clean, professional, well groomed image. Wears name badge, adheres to uniform policy.

86. Safeguards patient confidentiality in all forms of communication.

87. Works effectively with others toward achieving common goals including morale and teamwork.

88. Interacts compassionately and in a timely manner with all customers.

Equipment – Demonstrate Safe and Effective Use

89. EMS communications radio

90. Defibrillator

91. Pediatric paddles

92. External pacemaker

93. Ambu bag

94. Crash carts

95. Doppler

96. Cardiac monitors

97. Pulse oximetry

98. Cast cutter

99. Ring cutter

100. Sterile trays/instrument set up

101. GYN stretcher

102. Wall suction

103. Oxygen flow meter and tank

104. Otoscope and ophthalmoscope

105. Code Blue indicator

106. Slit lamp

107. Dinamap

108. Glucometer

109. Computer/printer

110. Fax machine

POSITION (MINIMUM) REQUIREMENT CHECKLIST

Position Title: Emergency Department RN

Department: Nursing/Patient Care Services

EDUCATION

- Less than high school
- High school or GED
- Vocational/Technical
- RN Degree
- 4 year/Bachelor's Degree
- Post Graduate Degree
- License/Certification – current RN license in state of practice
- Knowledge of state, federal, JCAHO regulations
- Medical terminology

EXPERIENCE

- One year experience as a RN in an acute care emergency department
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SKILLS

- Organizational
- Verbal/Follow verbal instructions
- Interpersonal
- Customer Relations
- Mathematical
- Analytical
- Grammar/Spelling
- Read/Comprehend/Follow written instructions
- Transcription
- BLS
- ACLS
- Computer
- Management/Planning Skills

PRE-PLACEMENT

TESTING

- Minimum score of on Clerical test
- Minimum typing of wpm
- Minimum score of 84 on PCT test
- Minimum score of 84 on WS test
- Minimum score of 84 on MT test
- Minimum score of 100 on Filing test
- Minimum score of 84 on Nursing medication test

AGE OF PATIENTS SERVED
(For Nursing/Patient Care Positions)

- Neonate/Infant (birth - 1 yr)
- Child/Peds (1 - 12 yrs)
- Adolescence (13 - 18 yrs)
- Adult (19 - 65 yrs)
- Geriatric (66 + yrs)

MENTAL AND EMOTIONAL REQUIREMENTS

- Manage stress appropriately
- Make decisions under pressure
- Manage anger/fear/hostility/violence of others appropriately
- Handle multiple priorities
- Work alone
- Work in areas that are confined and/or crowded
- Concentration to detail
- Memory for detail

HAZARDS

- Exposure to toxic/caustic/chemicals/detergents
- Exposure to extreme conditions, hot/cold
- Exposure to dust/fumes/gases
- Exposure to moving mechanical parts
- Exposure to potential electrical shock
- Exposure to x-ray/electromagnetic energy
- Exposure to high pitched noises
- Exposure to communicable diseases
- Exposure to blood and/or body fluids
- Exposure to excessive sunlight, or work outdoors
- Unprotected heights
- CRT (computer) monitor
- Operating heavy equipment
- OTHER:

PHYSICAL REQUIREMENTS
(See definitions on next page)

- Sedentary work
- Light work
- Medium work
- Heavy work
- Very heavy work

The minimum requirements of this position require the individual to:

- Stand for 4 hour(s) per day
- Sit for 2 hour(s) per day
- Walk for 2 hour(s) per day
- Perform repetitive tasks/motions
- Distinguish colors
- Hear alarms/telephone/tape recorder/normal speaking voice
- Have good manual dexterity
- Have good eye-hand-foot coordination
- Have clarity of vision
- Have good writing ability

Evaluate the requirements and activity percentage in time for this position based on the following:

- 1 - Not at all (0%)**
- 2 - Occasionally (1 - 33%)**
- 3 - Frequently (34 - 66%)**
- 4 - Continuously (67 - 100%)**

- 2 Climbing
- 3 Bending
- 3 Crouching
- 3 Squatting
- 2 Crawling
- 3 Kneeling
- 4 Balancing
- 2 Pulling with force
- 2 Reaching above head
- 3 Reaching above shoulder
- 3 Twisting at waist
- 4 Push/pull (up to 75 lbs.)
- 3 Lift/carry (up to 75 lbs.)
- 2 Lift from floor level up
- 3 Lift from waist level up
- 2 Lift above shoulders/head

POSITION (MINIMUM) REQUIREMENT CHECKLIST

LIST PERSONAL PROTECTIVE EQUIPMENT REQUIRED:

1. Gloves
2. Gown
3. TB mask (if respirator fit tested)
4. Goggles
5. Mask
6. Booties/shoe covers

LIST OTHER MINIMUM REQUIREMENTS:

OCCUPATIONAL EXPOSURE TO BLOODBORNE PATHOGENS

- A - Routine exposure
- B - Occasional exposure
- C - No exposure

OCCUPATIONAL EXPOSURE TO TB

- 1 - Routine exposure
- 2 - Potential exposure
- 3 - No exposure

COMPRESSED GAS USAGE

- Yes
- No

DEFINITIONS:

SEDENTARY WORK:	Prolonged periods of sitting and exert up to 10 lbs. force occasionally.
LIGHT WORK:	Exert up to 20 lbs. force occasionally, and/or up to 10 lbs. frequently.
MEDIUM WORK:	Exert up to 50 lbs. force occasionally, and/or up to 20 lbs. frequently, and/or up to 10 lbs. constantly.
HEAVY WORK:	Exert up to 100 lbs. force occasionally, and/or 50 lbs. frequently, and/or 20 lbs. constantly.
VERY HEAVY WORK:	Exert over 100 lbs. force occasionally, and/or over 50 lbs. frequently, and/or over 20 lbs. constantly.

I have reviewed these job requirements and verify that I am able to perform the minimum requirements and essential functions of this position.

Employee Signature

Date