



## POSITION DESCRIPTION Perioperative RN

**POSITION SUMMARY:**

The Perioperative nurse works collaboratively with the physician and the anesthesia care providers to determine patient needs during surgical procedures and to assume responsibility for patient care, document and evaluate the effectiveness of nursing actions and ensure a safe environment of care. The Perioperative nurse will be knowledgeable about the scrub and circulation duties performed in the department.

### POSITION DESCRIPTION – Perioperative 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. Proper positioning of patient for procedure

## STANDARD

- 29. Verbal orders repeated and verified during procedure
- 30. Prevention of fires in the OR
- 31. Medication safety
  - Safe storage and use of narcotics/paralytics
  - Look alike, sound alike medications
  - Dangerous abbreviations list
  - Check system for infusion pump drug, rate and concentration
  - Conscious/deep sedation monitoring
  - Transferring medication from a nonsterile to sterile field
- 32. Verbal orders/critical test results repeated and verified
- 33. Verification procedure for correct site, patient and procedure
- 34. Bed rail safety/risks of entrapment
- 35. Safe transport of monitored patient
- 36. Sentinel events alert
  - Potassium chloride
  - Wrong site surgery
  - Blood transfusion errors
  - High alert medications
  - Operative and postoperative complications
  - Preventing needle sticks and sharps injuries
  - Nosocomial infections
  - Infant abduction
  - Restraints
  - Medication errors related to dangerous abbreviations
  - Exposure to Creutzfeldt-Jacob Disease

### Department Core Competencies

- 37. Demonstrate appropriate assessment skills including prioritizing and delegation of patient care activities.
- 38. Recognize and report signs and symptoms of abuse and neglect
- 39. Demonstrates clear knowledge necessary to provide patient care by ensuring all instruments, equipment and supplies are available for procedure.
- 40. Appropriately documents care of patient during the course of their perioperative experience.
- 41. Patient assessment
  - Ensures quality care. accurate records and protects the general welfare of the patient for surgical interventions
  - Patient identification
  - Verify permit verbally and chart for completion. Side and site verified with patient and (X) mark made on operative site
  - Correct site verification for lateral site procedures
  - ID Band is checked and comparison done of name and number with chart
- 42. Checks the medical record and reports any discrepancies:
  - Consent for treatment
  - Allergies and NPO status
  - Diagnostic and lab results
  - History and physical
  - Blood consent/orders
  - Notify patient and significant other of approximate surgical start time
  - Explains OR Environment to patient and/or significant other
  - Inspects the patient for prosthesis, jewelry, nail polish and skin integrity
  - Assess and document patient's level of consciousness
  - Document any handicaps, prosthesis, implants, drains, tubes, invasive lines upon arrival
  - Addresses any patient question, concern or complaint appropriately
  - Document any treatment or intervention initiated
  - Document any pertinent information
- 43. Positioning of patient
  - Provide optimal exposure for procedures, access to I lines, monitoring devices
  - Give attention to patient comfort and safety
  - Utilizes assessment and observation of circulatory/respiratory/musculoskeletal and neurological systems in positioning patient for procedure
  - Utilizes and follows procedure surgeon's preference and patient's condition affecting equipment used for positioning

**STANDARD**

44. Specimen handling <ul style="list-style-type: none"> <li>▪ Protects welfare of patient by accurately labeling and handling specimen</li> <li>▪ Disposition of all surgical specimens and accompanying paperwork and initial specimen label are entered into Pathology log book</li> </ul>
45. Demonstrates awareness of appropriate medication use and follows all policies concerning medication administration
46. Use of assessment and reassessment of patient's response to medications
47. Utilize the nursing process to ensure all of the patient safety goals are incorporated into the care of the patient
48. Demonstrates knowledge of aseptic technique
49. Apply principles of asepsis, maintains sterile field technique at the sterile field, assist with terminal care of equipment and supplies after the surgical procedure is completed
50. IV Therapy <ul style="list-style-type: none"> <li>▪ Insertion</li> <li>▪ Aseptic technique</li> <li>▪ Site</li> <li>▪ Dressing</li> <li>▪ Tubing changes</li> <li>▪ Use of pumps</li> </ul>
56. Identifies emergency situations and institutes corrective actions in a calm and efficient manner
57. Maintains organizational skill and manual dexterity in the economy of time, motion and supply utilization in a safe, efficient manner
58. Completes documentation in an accurate, timely and legible manner.
59. Completes all appropriate charges on a timely basis
60. Counts <ul style="list-style-type: none"> <li>▪ Performs accurately according to procedure to maintain patient safety</li> <li>▪ Verbalizes and demonstrates procedure for incorrect counts</li> </ul>
<b>Age Specific Competencies</b>
<b>Knowledge</b>
61. Demonstrate knowledge of growth and development
62. Criteria to identify victims of abuse and neglect
<b>Skills</b>
63. Performs age specific nursing assessments
64. Demonstrate age appropriate communication skills
65. Demonstrates ability to assess age specific safety issues and implements appropriate safety devices
66. Demonstrates ability to interpret patient data and hemodynamic responses and react to changes in the patient's condition
<b>Service Standards</b>
67. 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.
68. Demonstrates accountability and commitment to coworkers. Is a dependable member of the team and addresses issues in a timely manner.
69. Demonstrates sense of ownership. Pays attention to details of job, ensures all mandatory obligations are met.
70. Gives all customers their full attention and treats them with dignity, respect and understanding.
71. Presents a clean, professional, well groomed image. Wears name badge, adheres to uniform policy.
72. Safeguards patient confidentiality in all forms of communication.
73. Works effectively with others toward achieving common goals including morale and teamwork.
74. Interacts compassionately and in a timely manner with all customers.
<b>Equipment – Demonstrate Safe and Effective Use</b>
75. Defibrillator
76. Cardiac monitor
77. Dynamap
78. Pulse oximeter
79. O2 – Medical gases/cannula/mask/flow meter
80. Computers/printers
81. Ability to troubleshoot equipment utilized for routine problems
82. IV pumps

**POSITION (MINIMUM) REQUIREMENT CHECKLIST**

Position Title: Perioperative RN

Department: Nursing/Patient Care Services

**EDUCATION**

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

**EXPERIENCE**

- Two years OR experience

**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/Ped. (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 to 5 hour(s) per day
- Sit for 2 hour(s) per day
- Walk for 2 to 3 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%)**

- 1 Climbing
- 2 Bending
- 2 Crouching
- 2 Squatting
- 2 Crawling
- 2 Kneeling
- 2 Balancing
- 2 Pulling with force
- 2 Reaching above head
- 2 Reaching above shoulder
- 3 Twisting at waist
- 3 Push/pull (up to 75 lbs.)
- 3 Lift/carry (up to 20 lbs.)
- 2 Lift from floor level up
- 3 Lift from waist level up
- 3 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. Face Shield
7. Shoe covers/booties

### 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