

Classification and Qualification STANDARDS

Registered Nurse Series

Class Title	Class Code	Date Revised	FLSA
Registered Nurse I	8151	02-01-2010	Exempt
Registered Nurse II	8154	02-01-2010	Exempt
Registered Nurse III	8157	02-01-2010	Exempt

Classification Standard Reformatted: 03-01-2014

OVERVIEW:

The Registered Nurse series is comprised of three classifications with progressive responsibility for nursing care and services and administrative duties within the Student Health Centers. Incumbents are involved in the direct performance and/or management of professional nursing care and health maintenance services in the Student Health Centers. Registered nursing scope of practice includes the observation of the signs and symptoms of illness and injury; reaction to treatments, abnormal characteristics, and general physical condition; implementation of standardized treatment procedures, including emergency procedures; direct and indirect patient care services that ensure safety, comfort, disease prevention, and restorative measures, including administering medications and therapeutic agents to implement a treatment, disease prevention, or rehabilitation regimen ordered by a physician or similar practitioner.

Registered Nurses are distinguished by the possession of a registered nursing license and nursing assignments which require a substantial amount of scientific knowledge or technical skills to perform nursing services such as assessment, treatment, disease prevention, and restorative measures.

Registered Nurse I – Incumbents work under the direct supervision of a physician or similar practitioner or higher level Registered Nurse and perform the full range of standard nursing care duties following established procedures and protocols, including observing, interpreting, recording and reporting patients' symptoms, reactions, and behaviors.

Registered Nurse II – Incumbents exercise more independent judgment and discretion in determining patient needs, planning and modifying nursing care, and applying nursing treatments, and often assist higher level RN's or practitioners in administrative functions such as implementation of services, policies, and procedures and may provide lead work direction to other nursing staff in the assigned area.

Registered Nurse III – Incumbents perform professional nursing duties exercising more independent decision making, judgment, and initiative with regard to diagnosis and treatment of patients; assess health center needs, and develop and implement nursing standards, policies and procedures.

DIFFERENTIATING FACTORS:

The three classifications defined in this series are differentiated based on the following factors and criteria:

1. The complexity and difficulty of nursing duties assigned as reflected by the complications which stem from the patients' conditions, the specialized skills and knowledge required to provide nursing care and the nature of personal contacts with patients.
2. The level of responsibility in terms of supervision received and given. Included are such considerations as the extent of the nurse's responsibility for (a) planning or modifying the nursing care for patients; (b)

determining the patient's needs to receive immediate medical attention; (c) deciding when standard treatment procedures should be applied; and (d) providing significant, reliable, and timely information to physicians and similar practitioners to assist them in determining the course of medical treatment to be established.

3. The level and extent of nursing program management and responsibility which deal with the degree of autonomy, the amount of responsibility for developing and implementing new and enhanced programs, the number and variety of special programs offered; and the extent and responsibility for coordinating health service activities with other community services.

Movement from Registered Nurse I to Registered Nurse II is not an automatic process based on the attainment of increased education and experience. The majority of work assignments must require the higher level skills and knowledge of a Registered Nurse II. The Registered Nurse II is differentiated from the Registered Nurse I by the performance of specialized nursing functions and the application of highly specialized skills and knowledge acquired through learning, practice, and advanced training in a specialty area approved and/or specified by a physician, or by the application of administrative skills in carrying out responsibility for assisting in the implementation of services, policies, and procedures.

REGISTERED NURSE I

This is a first level registered nursing position requires minimal experience for entry to the classification and involves limited administrative responsibilities.

Work assignments typically include some or all of the following: prepare patients for medical examinations and treatments and assist physicians and other similar practitioners in clinical examinations; perform therapeutic measures and nursing services as ordered by a physician or similar practitioner such as, but not limited to, performing TB and other skin tests; performing electrocardiograms; performing pulmonary function testing; conducting irrigations and catheterizations; suctioning tracheotomies; observing, recording, and treating drug reactions; applying and changing dressings; measuring and fitting for crutches, and teaching to walk with crutches; ear lavage; and similar treatments and procedures; decisions regarding treatment of patients' illnesses and development of health programs primarily are made by physicians and other similar practitioners; perform basic and CLIA-waived testing including obtaining specimens and assist in acquiring other tests for patients such as preparing requisitions for laboratory and X-ray work as ordered by a practitioner; support general health center maintenance such as cleaning and sterilizing equipment and instruments, setting up treatment trays, changing linen in examination and treatment rooms, checking refrigeration equipment is operating at required temperatures for storage of medications and specimens; stocking supplies; assisting in maintaining and filing medical records; may assign tasks to and review work of clinic support staff within their scope of practice including, but not limited to, Clinical Assistants, Medical Assistants, and Licensed Vocational Nurses; and keep current with registered nursing field and requirements and maintain competencies relative to the scope of practice.

MINIMUM QUALIFICATIONS:

Knowledge:

Thorough knowledge of professional nursing principles, methods and procedures; anatomy and physiology applicable to assigned duties; medical supplies and equipment used in nursing practice; and the uses and effects of medications and narcotics. Working knowledge of applicable state and federal laws and regulations pertaining to registered nursing and the scope of practice limitations of clinic support staff.

Abilities:

Ability to effectively apply nursing knowledge and demonstrate proper techniques and skills in performing nursing duties; accurately observe and record symptoms, behaviors, and reactions to treatments in order to make a nursing diagnosis; respond with therapy to treatment reactions; use applicable health center automated systems to perform duties and maintain records and prepare reports; gain the cooperation of patients; analyze emergency situations and take prompt action; maintain patient confidentiality and privacy in compliance with applicable state and federal laws and regulations; maintain effective working relationships with practitioners and other health center support staff; and be sensitive to and communicate effectively with patients from diverse backgrounds.

Education and Experience:

High school diploma or equivalent. Completion of a professional nursing program in an approved school of nursing or by additional preparation as approved by the California Board of Registered Nursing. No experience is required as this is an entry-level registered nursing classification for recently licensed registered nurses.

License and Certifications:

Possess and maintain a valid license as a Registered Nurse in the State of California and certification in CPR/AED.

REGISTERED NURSE II

Under general supervision, incumbents perform general and specialized nursing functions and some administrative functions requiring the application of highly specialized skills and knowledge acquired through advanced training, education, and practice in a specialty area, such as family planning or nutrition, approved and/or specified by a physician.

In addition to the registered nursing duties of the Registered Nurse I, the Registered Nurse II performs work assignments that typically include some or all of the following: triage patients with more complex presentation and develop a nursing diagnosis based on observation of the patient's physical condition and interpretation of information obtained through the patient interview and other sources; formulate and implement a nursing care plan for more complex cases requiring higher levels of or more specialized skills and knowledge; counsel and educate patients and may conduct group sessions for students in matters related to the specialty area, which may include such specialties as nutrition or family planning; coordinate activities and needs of the specialty area with community agencies or other campus units such as the food service; may staff a nurse clinic for patient assessment and treatment under established protocols and standardized procedures for specific conditions such as emergency contraception, urinary tract infection, and colds; assist in the development and implementation of nursing services, policies, and procedures.

MINIMUM QUALIFICATIONS:***Knowledge:***

In addition to those of the Registered Nurse I, possess broader and specialized nursing knowledge that supports the performance of specialized duties in such areas as, but not limited to, triage and assessment, patient counseling, and staffing specialized nursing clinics; broader knowledge of clinic operations and the development and implementation of a nursing program, including procedures and protocols.

Abilities:

In addition to those of the Registered Nurse I, ability to effectively apply specialized nursing skills.

Education and Experience:

In addition to those of the Registered Nurse I, one year of professional nursing experience which has provided evidence of the ability to work independently in specialized nursing activities and to support the overall nursing program within the Student Health Center; or equivalent combination of education and experience which provides the required knowledge and abilities.

License and Certifications:

Possess and maintain a valid license as a Registered Nurse in the State of California and certification in CPR/AED.

REGISTERED NURSE III

Under the general direction of a medical provider, the Registered Nurse III (RN III) is responsible for the development and implementation of nursing standards, policies, and procedures for a Student Health Center or specialty nursing program, and oversees and directs the nursing services for one or more specialty areas for the Student Health Center.

In addition to the registered nursing duties of the Registered Nurse I and II, the Registered Nurse III typically performs work assignments that include some or all of the following: develop and implement a nursing program(s) to support the Student Health Center needs, including developing nursing standards, policies, and procedures; provide lead work direction to and evaluate the work of nursing and other clinic support staff; lead work direction involves organizing, scheduling and assigning work, training and orienting employees, and providing input to employee selection and performance evaluations; coordinate daily nursing operations and ensure appropriate staffing levels to meet clinic needs; may assist in developing and monitoring the nursing budget; develop and implement in-service training and special programs such as health lecture series or testing programs in response to the needs of the campus or the community.

MINIMUM QUALIFICATIONS:

Knowledge:

In addition to those of the Registered Nurse I and II, possess a working knowledge of effective supervisory methods and techniques; more comprehensive understanding of nursing programs and specialties.

Abilities:

In addition to those of the Registered Nurse I and II, ability to provide effective work direction; plan and organize the work of others; assess, plan, develop, implement and evaluate a nursing program which may include one or more nursing specialties or clinics.

Education and Experience:

In addition to those of the Registered Nurse I, three years of progressively responsible professional nursing experience which has provided evidence of the ability to perform the nursing duties described above and has included administrative and lead responsibilities; or equivalent combination of education and experience which provides the required knowledge and abilities.

License and Certifications:

Possess and maintain a valid license as a Registered Nurse in the State of California and certification in CPR/AED.