

## UTAH COUNTY JOB DESCRIPTION

CLASS TITLE: CORRECTIONS REGISTERED NURSE  
CLASS CODE: 2065  
EFFECTIVE DATE: 1/27/04 (Revised 9/25/01 version)  
MARKET POINT: Based on applicable market study  
  
DEPARTMENT: Sheriff

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### **JOB SUMMARY**

Responsible to assess inmates' medical needs and insure that they receive proper care; Orders medication and supplies; Teaches officers and inmates first aid and health education; and Verifies accuracy of medical bills.

### **CLASS CHARACTERISTICS**

This is the primary licensed nursing classification that performs nursing services for housed inmates at the County jail.

### **ESSENTIAL FUNCTIONS**

Monitors the nursing care given to inmates.

Makes recommendations regarding hiring, training, work assignments, performance evaluation, and retention of nursing staff.

Assesses inmates' medical, dental, and mental needs.

Coordinates with inmates' doctors, dentists, and jail doctor to insure adequate medical care.

Provides direct patient care.

Charts all interventions of health care.

Orders medications and medical supplies using cost-effective measures.

Maintains accountability of all controlled substances and prescription medications according to State law.

Maintains and continually upgrades medical care to be consistent with community standards.

Supervises in the absence of Health Services Supervisor.

### **ADDITIONAL RESPONSIBILITIES MAY INCLUDE**

Performs on-call duties as needed.

### **KNOWLEDGE, SKILLS, AND ABILITIES**

Ability to learn and follow policies, procedures, manuals, etc.; Skill in current nursing activities including injections, CPR, basic First Aid, blood pressure, hemoglobin, urinalysis testing, and venipuncture; Skill in counseling and teaching both inmates and jail personnel; Skill in writing comprehensive medical reports; Ability to establish and maintain accurate records and files; Skill in written and verbal communication; Ability to maintain cooperative relationships with those contacted in the course of work activities; Ability to assess physical and mental status of inmates and refer them to appropriate medical, dental or psychiatric care within a 14-day evaluation period; Ability to perform an EKG and assess results; Skill in ordering and ensuring the safety of medicine; Ability to maintain mental and emotional composure in a stressful and potentially dangerous environment; and Ability to detect and to avoid dangerous situations.

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### **PHYSICAL DEMANDS**

Typically sit at a desk or table; Regularly walk, stand, or stoop; Frequently lift, carry, push, pull, or otherwise move objects weighing up to 50 pounds; Use tools or equipment requiring a high degree of dexterity; Regularly drive a motor vehicle; Work for sustained periods of time maintaining concentrated attention to detail; Need to distinguish between shades of color; and Communicate via radios.

Accommodation may be made for some of these physical demands for otherwise qualified individuals who require and request such accommodation.

### **WORKING CONDITIONS**

Work is performed in an office, library, computer room, or other environmentally controlled room; Work is performed in a stockroom; Work is performed in a very noisy place; Work exposes incumbent to conditions such as fumes, noxious odors, dusts, mists, gases, and poor ventilation; Work exposes incumbent to possible bodily injury from moving mechanical parts of equipment, tools, or machinery; Work exposes incumbent to contagious or infectious diseases or hazardous chemicals; Work requires the use of protective devices such as masks, goggles, and gloves; Work exposes incumbent to unknown, dangerous, and / or life-threatening conditions; Work exposes possible bodily injury from angry and abusive inmates; other atypical conditions include being subjected to vulgar / offensive verbal threats and emotional stress from long hours in a negative / dangerous environment.

### **EDUCATION AND EXPERIENCE**

Two (2) years training in an accredited school of nursing (preference may be given to those with a Bachelor's degree in nursing). Selected applicants are subject to, and must pass, a full background check.

### **LICENSING AND CERTIFICATION**

Must possess a State of Utah Registered Nurse license; Must possess CPR and first aid certifications; and Must possess a valid State of Utah driver's license.

This description lists the major duties and requirements of the job and is not all-inclusive. Incumbent(s) may be expected to perform job-related duties other than those contained in this document and may be required to have specific job-related knowledge and skills.