

ILLINOIS DEPARTMENT OF CENTRAL MANAGEMENT SERVICES
CLASS SPECIFICATION

REGISTERED NURSE I

POSITION CODE: 38131
Effective: 07-01-2004

DISTINGUISHING FEATURES OF WORK:

Under general supervision, and in conformance to established standards, procedures and policy, provides full range of professional nursing services in the care and treatment of patients. Responsible for assigned nursing care activities in a patient, residential or health care unit, utilizing professional training and experience in the field of nursing; or serves as a general health nurse for a facility or an agency.

ILLUSTRATIVE EXAMPLES OF WORK:

1. Performs a variety of nursing care functions such as, administering medications, monitoring vital signs, examining patients or students using nursing assessment skills and monitoring physical conditions and reactions to various treatments, obtaining laboratory specimens and providing emergency treatment.
2. Maintains security of medical equipment and supplies that may be used as weapons; maintains surveillance of medical unit surroundings and patients and students and students for possession of contraband and illegal drugs; prepares reports of infractions of the facility's security rules and regulations.
3. Prepares and maintains medical records and histories such as recording physician's orders, charting medications, recording patient reactions and behavior.
4. Provides nonsupervisory patient care related guidance, instructions and explanations to nonprofessional nursing personnel in patient care and treatment, and the use of equipment.
5. Makes regular rounds of patients in relation to nursing duties and physician rounds; consults with physician and other professional staff regarding patient treatment and care.
6. Sets up, operates and monitors special equipment such as aspiration equipment, suction equipment and, on completion of specialized training, cardiac monitors.
7. Inventories, orders and maintains security of medications, drugs and other medical equipment and supplies.
8. Conducts admission interviews to determine patient's medical history, physical and mental status and facility placement.

REGISTERED NURSE I (Continued)

9. Participates in patient treatment and patient management meetings.
10. Prepares medical records and case history for patient and student transfers.
11. Provides personal patient care such as assisting patient in eating, bathing and exercising; maintains safe and sanitary conditions in patient environment.
12. Under the direction of a physician provides first aid and emergency medical care in cases of illness, injury and other medical emergency to patients, students, employees and visitors of various state facilities and offices; assists in coordinating and implementing continuing health information and education and training programs for the patients, students and employees of a facility or agency.
13. Performs other duties as required or assigned which are reasonably within the scope of the duties enumerated above.

DESIRABLE REQUIREMENTS:

Education and Experience

Requires graduation from an approved nursing education program resulting in an associate or diploma degree in nursing or a bachelor's degree in nursing.

Requires licensure as a Registered Nurse in the State of Illinois.

This class is included as an Upward Mobility Program credential title.

Knowledges, Skills and Abilities

Requires knowledge of diversified professional nursing principles, concepts and practices.

Requires knowledge of application and use and care of specialized medical equipment.

Requires knowledge of pharmacology of commonly prescribed medicines and drugs and their therapeutic and possible adverse reactions.

Requires ability to provide professional nursing care based on orders of the physician and the specific needs of the patient.

Requires ability to set up and use specialized medical equipment.

Requires ability to evaluate patient condition and behavior and prepare accurate detailed records of such observations.

Requires ability to apply emergency medical techniques such as Cardiopulmonary Resuscitation, control of bleeding, airway maintenance.

Requires ability to instruct non-nursing personnel in the proper practices and procedures of patient care.

Requires ability to maintain security of the work area and comply with all facility rules, regulations, policies and directives.

In addition to English verbal and written skills, candidates may be required to translate, speak and write a foreign language at a colloquial skill level. Some positions may require manual communication skills.