

**Nurse Supv 6**  
**Role: 006QC6 - Nurse Supv 6**

**A Day in the Life:**

The essential functions of this role are as follows:

- Prioritize and organize the daily care of patients.
- Make patient care assignments and assist in developing treatment plans in collaboration with other clinical staff.
- Provide ongoing assessment and documentation of the patient's physical and psychosocial status from admission to discharge.
- Direct support staff to coordinate the workflow on the unit and communicate problems.
- Administer medications and treatments according to hospital policies and procedures.
- Develop and implement nursing care plans for nursing diagnosis or treatment plan changes.
- Complete medication administration supervision monitors and clinical observation notes for support staff.
- Monitor the safety and security of patients and staff by conducting routine rounds.
- Completes required documentation of nursing notes, transfer forms, and other records.
- Educate patients and family members regarding medication, procedures, and treatment goals and objectives.
- Respond and intervene in emergency situations and agitated patients.
- Provide orientation and support to staff to the unit.
- Responsible for ensuring the proper safety and infection control standards, including compliance management, are met for the unit.
- Recruit, select, onboard, and train employees to ensure role responsibilities and expectations are clearly understood while providing opportunities to continue professional development.
- Set expectations, measure progress, provide ongoing feedback, and evaluate the performance of employees. Ensure work adheres to quality standards, deadlines, and proper procedures.
- Workday attendance at assigned worksite(s) is an essential function of this position.

The job description is not designed to cover or contain a comprehensive listing of activities, duties or responsibilities that are required of the employee. Other duties, responsibilities and activities may change or be assigned at any time.

**What You'll Need for Success:**

This person must have the following requirements to be considered for employment:

- Associate degree in Nursing from an accredited college.
- License to practice nursing in the State of Indiana as a Registered Nurse.
- Must hold and maintain a CPR.
- Must stay current with behavioral intervention training.
- Proficiency in computer skills and ability to learn other programs used in maintaining electronic medical records.
- Good interpersonal skills, good verbal, and written communication skills.
- Ability to understand and apply of medical and facility terminology.
- Ability to use MS Office applications and electronic patient records.

- Ability to serve as a patient advocate.
- Knowledge of and the ability to interpret nursing and facility policies and procedures.
- Additional knowledge and/or ability may be required based on the population the facility will serve such as: children, adolescents, geriatrics, etc.
- Ability to delegate work, set clear direction, and manage workflow.
- Ability to effectively give feedback, provide guidance or corrective action, coach, and develop employee skillsets.
- Able to perform essential functions with or without reasonable accommodation.

**Supervisory Responsibilities/Direct Reports:**

This role may provide direct supervision for one or more staff members.

**Difficulty of Work:**

Your work requires the performance of a full range of nursing care for patients with a wide range of medical diagnoses and varying degrees of illness. Judgment is needed in applying appropriate nursing care procedures. Your work is complex and requires the ability to plan and coordinate treatment plans and training. You must have the ability to teach therapeutic techniques for working with children and adolescents with mental illness and behavioral problems.

**Responsibility:**

The Nurse Supervisor 6 is responsible for the effective execution of nursing care for patients assigned to a specific unit. You will work within agency and facility policy to ensure quality patient care. You are required to interpret policy for effective direction of services.

**Personal Work Relationship:**

Works in collaboration with other disciplines daily. You will maintain a professional attitude and can communicate nursing principles to others. You will interact with patients, families, guardians, and health care representatives to educate and promote safety and welfare as allowed by the Health Insurance Portability and Accountability Act (HIPAA) guidelines. Serves as an advocate for the patient. Communicates and works with support staff to promote a safe environment.

**Personal Work Relationships:**

This individual will be expected to partner with agency personnel and related stakeholders working towards completion of assigned functions. Exceptional customer service is provided to agency partners and/or the general public.

A high level of judgement and effective communication is required during times of contact with residents or incarcerated individuals.

Partnership with relevant public agencies, federal, state & local governments and/or community leaders may be required.

Residents or incarcerated individuals may have family, friends, community partners and/or other interested parties come to the facility requesting information or to visit with the person according to policies and procedures.

**Physical Effort:**

Depending on the duties performed or environment setting, frequent walking, standing, climbing stairs or ladders, bending, stooping, pushing, pulling and/or similar movements may be involved.

This role requires above average strength when restraining one or more patients or incarcerated individuals as per departmental policy and procedure.

This role requires the ability to lift patients and push wheelchairs in some cases.

This role requires legible handwriting to help partners in understanding written communication.

This role requires the ability to run short distances to provide immediate care, protection, or attention to patients or incarcerated individuals.

This role requires keen observational and hearing skills to stay alert for possible dangerous situations.

**Working Conditions:**

This role performs work in a state operated hospital facility.

Operations may require this role to be available after hours (on-call) and/or work rotating shifts, evenings and weekends, or irregular hours.

There is potential for exposure to infectious diseases in this role.

This role may experience periods of high stress and/or pressure.

This role requires the appropriate use of Personal Protective Equipment (PPE) when necessary.

**Competencies**

- Developing Talent
- Managing Performance
- Driving for Results
- Setting Objectives
- Managing Stress

- Critical Thinking

**Last Updated (By and Date)**

N.Mamgain 10.4.2024 (Rewrite Complete 1.25.22)