

JOB DESCRIPTION

REGISTERED NURSE (RN) – HOSPICE / PALLIATIVE CARE

DEPARTMENT: HOSPICE

REPORTS TO: HOSPICE DIRECTOR OF PATIENT CARE SERVICES

POSITION SUMMARY:

Under limited supervision provides and documents intermittent therapeutic, palliative, end of life skilled services in the patient's place of residence. Patient problems range from simple to very complex. Provides services when ordered by a physician and in accordance with the Medicare Conditions of Participation, California Hospice Standards, standards of The Joint Commission and accepted standards of nursing practice and LMVNA Policies and Procedures.

ESSENTIAL JOB FUNCTIONS:

- Conducts and documents the nursing component of the comprehensive assessment on admission, recertification (90, 60 days) and/or when the patient's condition warrants.
- Determines program eligibility, needed services and verifies payer sources.
- Reviews patient's medications at every visit, maintains a list of current medications and reconciles the Hospice medication list with medication lists from other providers; e.g. inpatient discharge.
- Collaborates with the interdisciplinary care group (IDG) in developing and maintaining an individualized patient centered plan of care. Evaluates the patient's response to care, updates the care plan and makes referrals to internal and external resources to meet patient's needs.
- Develops and implements an individualized teaching plan for the patient and family/ caregiver with a goal of assisting the patient and family in reaching a safe and comfortable death in accordance with the patient's wishes.
- Timely obtains physician orders for necessary care and services.
- Case manages assigned patients ensuring continuity of care and efficient and effective utilization of resources to ensure patient goals and desired outcomes are met.
- Communicates timely and effectively with physicians, Case Managers, Patient Care Coordinator(s), Senior Case Manager(s), Director(s), and appropriate members of the IDG regarding changes in the patient's condition, plan of care, needs and goals.
- Ensures clinical documentation is complete, accurate, professional and submitted to LMVNA within 48 hours of the visit, patient/family or interdisciplinary care team interaction.
- Presents assigned patients at weekly care conferences.
- Proactively ensures patients have correct supplies.

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- Supervises LVNs and CHAs. Ensures a current CHA plan of care is on record and available to the CHA. Makes CHA supervisory visits at least every two weeks.
- Ensures that all required notices are provided to the patient or patient's legal representative timely and in compliance with regulations.
- In collaboration with designated office staff ensures prior authorization requests are completed in accordance with policy.
- Monitors case communication follow up notes, e-mail and mailbox and takes appropriate action in a timely fashion.
- Meets or exceeds LMVNA productivity expectations.
- Works weekends and holiday rotations as assigned.
- Accurately and timely records and reports hours worked as required by state regulations.
- Identifies health and safety risks and implements risk reduction strategies for self and others according to LMVNA policy and procedure.
- Actively participates in quality improvement, in-services and other activities as requested or required.
- May serve as Preceptor to RNs and/or LVNs.
- Acts as a role model within and outside the agency.
- Maintains a positive and respectful professional attitude.
- Communicates regularly with Director(s) about department issues.
- Demonstrates flexible and efficient time management and ability to prioritize workload.
- Performs other related duties as assigned.

QUALIFICATIONS AND REQUIREMENTS:

EDUCATION:

Current state of California RN license and graduate from accredited nursing school; BSN preferred.

Current CPR certification.

EXPERIENCE:

One year prior professional nursing.

REGISTERED NURSE (RN) – HOSPICE / PALLIATIVE CARE**PHYSICAL DEMANDS REQUIRED TO PERFORM ESSENTIAL JOB FUNCTIONS:**

- Must be able to stand up lift (floor to waist) up to 50 lbs. frequently, level lift up to 24 lbs. frequently and 25-50 lbs. occasionally.
- Must be able to lift and carry up to 10 lbs. 100 feet occasionally, up to 24 lbs. 20 feet occasionally.
- Must be able to lift overhead up to 10 lbs. occasionally.
- Must be able to stand and walk frequently, sit occasionally, bend/stoop/squat/crouch occasionally, climb ladder/step stool/stairs occasionally and kneel/balance and reach above shoulders occasionally, reach below shoulders frequently, twist and turn occasionally.
- Pulls – patient positioning during transfer frequently, draw sheet pull 50 lbs. occasionally. Push – carts, tables and beds up to 40 lbs. occasionally.
- Hands – repetitive motion frequently, fine manipulation frequently, gross manipulation occasionally. Right hand – simple grasp under 50 lbs. frequently, firm grasp over 50 lbs. occasionally. Left hand – simple grasp under 50 lbs. frequently, firm grasp over 50 lbs. occasionally.
- Wrist – up and down motion, side to side motion occasionally.
- Foot pedals (bed locks, lift chairs, etc.) occasionally.
- Speaking/hearing constant (breath sounds, bowel sound, vital signs, etc.)
- Speaking/hearing in person/phone/call system frequently.
- Oral communication, speaking clearly constantly.
- Reading/writing (computer charting, English required) constantly.
- Close eye work/small figures, etc., frequently, color differentiation occasionally.
- Distinguish temperature by touch frequently, by proximity occasionally.

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ENVIRONMENTAL REQUIREMENTS (POSSIBLE EXPOSURE TO):

- Blood/body fluids, infectious disease frequently.
- Anti-neoplastic agents occasionally.
- Dust, fumes, gases, sharp objects occasionally.
- Driving auto equipment frequently.
- Abusive language and violent behavior from patients occasionally.

* KEY: Constant 67 – 100% of the time
 Frequently 34 – 66% of the time
 Occasionally 1 – 33% of the time

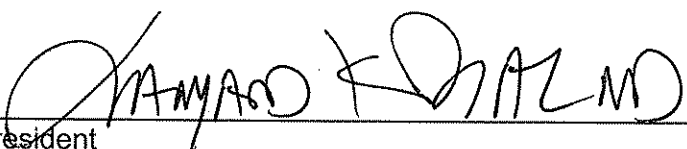
STANDARD OF PERFORMANCE AND ACCOUNTABILITY:

All employees will maintain high standards of integrity and business ethics, will abide by the organization's compliance program, rules, policies and procedures, applicable laws and regulations, will conduct self in an honest, ethical manner and report promptly any suspected violation of compliance standards to the Compliance Officer.

All employees will abide by the Injury and Illness Prevention Program (IIPP).

All employees will be held accountable in meeting all functions as defined within the scope of their job description, which includes all goals and objectives set for the position.

If accountability standards are not met, the employee may be given an oral warning followed by a written warning. However, the organization reserves the right to proceed directly to a written warning or separation from employment for misconduct or performance deficiency without resort to prior disciplinary steps when the organization deems such action is appropriate.



 President

3-26-12

 Date

 Supervisor

 Date

 Employee

 Date