

CHEYENNE RIVER SIOUX TRIBE
TRIBAL HEALTH DEPARTMENT
PUBLIC HEALTH NURSE (RN/LPN)

DESCRIPTION OF WORK

General Statement of Duties: Performs professional nursing duties in the care of patients.

Supervision Received: Works under the clinical supervision of the Field Health Director. Immediate supervision will be assigned at hire according to area of need and will be one of the following: Field Health Director, or Breast and Cervical Cancer Early Detection Program Director.

Supervision Exercised: Charge Nurse for para-professional staff while in the field clinics or other areas assigned.

EXAMPLE OF DUTIES (Duties may include but are not limited to the following):

Provides comprehensive professional nursing care to patients. Utilizes the Nursing Process and evaluates effectiveness of plan of care and modifies as needed.

Documents cares, assessments, interventions and education appropriately in Electronic Health Record.

Prepares and administers a variety of prescribed injections, immunizations, tests and treatments per provider orders.

Assesses patient needs (physical, psychosocial, educational and discharge needs) and performs direct patient care and documents on health record.

Performs procedures, treatments and medication administration as ordered by provider. Assists the provider with patient exams and treatments with respect to patient privacy.

Updates immunizations as necessary for all patients and follows regulations regarding immunization storage and reporting.

Evaluates continually changing status of assigned patients, reports significant findings and/or changes plan of care/interventions as appropriate.

Coordinates with other health care disciplines and departments to meet identified patient care needs.

Initiates referrals and consults for patients when indicated.

Provides patient education to patients and their families and documents encounters on health record.

Conducts home visits to assess patient condition, administer medications, provides education to patient and/or family, change dressings and other skilled nursing services per order. Documents home visits in patient's health record appropriately.

Performs lab tests as ordered by the provider and documents results in health record.

Operates a variety of clinic equipment and instruments; CLIA waived lab tests, EKG's, Dopplers, Vitals Machines, Scales, Instrument sterilizer, digital thermometers, pulse oximeters, Automated Electronic Defibrillators', Cardiac Monitors, ID Now, etc.

Performs daily and monthly quality assurance checks for medical equipment, laboratory equipment and pharmacy supplies at Field Clinics.

Maintains prescription drugs, medical and office supplies. Notifies appropriate staff of supplies needed or equipment malfunction.

Formulates and implements overall community health nursing programs and plans to satisfy varying patient load requirements, priorities for service and other healthcare objectives;

Tracks community health status and evaluate health trends and risk factors of population groups.

Investigates health problems and hazards such as communicable diseases and develop a recommended plan of action to address these issues.

Provides health education to individuals, families and community groups in various settings.

Assists in performing community assessments to develop a plan of action.

Collaborates and establishes partnerships with Tribal Community Health Representatives, Local, State, and Federal systems.

Travel within reservation boundaries may be required on a daily basis and travel off reservation may be required per supervisory recommendation and approval.

Submits a monthly statistical and activity report and monthly schedules if applicable.

Assists in developing, reviewing and updating policies and procedures.

Rotates assignments and participates as needed in various events, clinics and special activities sponsored by the CRST Health Department.

Complies with all regulating agencies such as; Centers for Medicare & Medicaid, Government Performance and Results Act, Infection Control and Blood Borne Pathogen, and OSHA guidelines.

Works in cohesiveness with the health team and work toward the common goals of the organization.

Completes relevant continuing education/trainings mandated by Tribal and IHS administration and education/trainings as requested by the supervisor in relation to nursing duties.

Performs other position related duties as assigned by supervisor.

MINIMUM QUALIFICATIONS

Required Knowledge, Skills and Abilities: Considerable knowledge of professional nursing theory and practice of recent development in the field of professional nursing applicable to assignment. Ability to supervise and instruct sub-professional personnel to deal effectively with patients and staff.

Education: Degree or diploma from a professional nursing program. Must currently be licensed to practice as a Registered Nurse or LPN in the State of South Dakota or hold a valid compact license from any state or territory of the United States or the District of Columbia. Must be CPR and ACLS certified and maintain licensure.

Experience: At least three (3) years of previous nursing experience or an acceptable combination of education and experience; hospital or clinic setting experience preferred.

Special Requirements: Incumbent will be required to participate in Privacy Act and HIPPA Training upon hire and annually thereafter including but not limited to trainings related to ISSA, infection control, safe practice, competencies and continuing education.

Must have a valid driver's license and be able to be insured with the CRST Tribal vehicle insurance policy. Must be able to lift up to twenty-five (25) lbs., bend, walk and stand for long periods (please provide a statement or physical stating this).

Must provide proof of up-to-date immunizations within a week of start date.

Incumbent is subject to the CRST Drug & Alcohol Testing Policy; must pass pre-employment drug screening and will be subject to random drug screenings (will be required to sign and submit a form understanding and receiving policy). Must be able to pass local/Tribal, Federal and State background checks in accordance with P.L. 101-630, P.L. 101-647, and Resolution No. 86-2013-CR (will be subject to submit and pass these checks every five (5) years).

Confidentiality is very important when working with patients and health related issues. It is expected that all matters relating to any individual's health problems will be kept in strict confidence. This will also include program personnel issues. Failure to comply will be cause for immediate dismissal.

Employees of the Cheyenne River Sioux Tribe are expected to conduct themselves on and off the job in a manner which will bring credit to the organization and are to refrain from offensive conduct or using offensive language towards the public, Tribal Officials or other employees on social media or in public. Failure to comply will be cause for dismissal.

All Tribal Health positions are vital to the healthcare field and should a crisis or emergency happen you will be required to work per your supervisor's discretion.

THIS POSITION IS STRICTLY PROHIBITED FROM PARTICIPATING IN POLITICAL ACTIVITY.

Revised Date:

11/27/2023