

POSITION: Corrections Registered Nurse

#2065-0319jhm

UTAH COUNTY OFFICE OF HUMAN RESOURCES MANAGEMENT, 100 East Center, Suite 3800, Provo, UT 84606
Phone: (801) 851-8158 ♦ Fax: (801) 851-8166 ♦ Email: humanresources@UtahCounty.gov ♦ <http://www.utahcounty.gov/jobs>

Due to the volume of applications received, we are unable to provide information on application status by phone or e-mail. All qualified applicants will be considered, but may not necessarily receive an interview. Selected applicants will be contacted by the hiring agency for next steps in the selection process. Applicants who are not selected will not receive notification.

JOB ANNOUNCEMENT

POSITION: Corrections Registered Nurse

Posting# 2065-0319jhm

REQUIRED ATTACHMENTS TO APPLICATION:

- College transcripts and/or diploma if related to position - internet printouts & photocopies are acceptable
- Required licensure

STARTING SALARY: Grade 513 \$31.51-\$36.24 per hour, \$2,520-\$2,899 Bi weekly

Salary will be determined upon experience and or education

Plus benefits package - Step increase available after completing probation and annually thereafter.

OPENING DATE: March 11, 2019

CLOSING DATE: Open Until Filled

All applications received by March 25, 2019, will be screened by the Human Resource Office. Those applicants meeting the specified qualifications will be referred to the department for a hiring interview. The HR Office will continue to refer qualified candidates to the department, as needed, until the position is filled.

The eligibility list created by this posting may be used to fill current full or part time vacancies and full or part time vacancies and grant funded vacancies that occur within the next two (2) months
For additional information see the job description at - - <http://www.utahcounty.gov/jobs>

JOB SUMMARY: Under general direction of the Nursing Supervisor - Corrections, this role assesses inmates' medical needs and ensures proper care is received. This role orders medication and supplies; teaches officers and inmates first aid and health education; and verifies accuracy of medical bills.

DUTIES INCLUDE:

1. Provide direct patient care to the inmates in the Utah County Security Center within the scope of practice as outlined in the Utah Nurse Practice Act, and according to jail policy and protocols. Care provided includes medical, dental and mental health assessments; medication administration; intake screening; phlebotomy; and emergent and life-saving medical intervention.
2. Carry out the orders of medical and mental health providers such as lab tests, interventions, and medication administration in a timely manner.
3. Adequately document all care and interventions in the electronic medical record (EMR).
4. Communicate pertinent information to, and coordinate with, medical and mental health providers, medical division administration, security and other staff while maintaining confidentiality of patient information per policy and law (such as HIPAA).
5. Communicate with outside medical and mental health providers and pharmacies to acquire inmate medical information for the purposes of prescription verification and continuity of care. Maintain patient confidentiality, per HIPAA, while doing so.
6. Attend staff meetings and training as required to maintain and learn skills to provide appropriate care consistent with community standards.

7. Conduct inventory, count and documentation of all medications and controlled substances according to jail policy and state law. Assist in ordering medications, utilizing cost-effective measures.
8. Supervise nursing staff, as assigned in the absence of the Corrections Nursing Supervisor.
9. Make recommendations regarding the hiring, training, work assignments, performance evaluation and retention of nursing staff.

EVALUATION AND SELECTION FACTORS INCLUDE:

Knowledge of: HIPAA laws

Skill in: current nursing activities including injections, CPR, basic First Aid, blood pressure, hemoglobin, urinalysis testing, and venipuncture, counseling and teaching both inmates and jail personnel, writing comprehensive medical reports, written and verbal communication, ordering and ensuring the safety of medicine

Ability to: learn and follow policies, procedures, manuals, etc., establish and maintain accurate records and files, maintain cooperative relationships with those contacted in the course of work activities, assess physical and mental status of inmates and refer them to appropriate medical, dental or psychiatric care within a 14-day evaluation period, perform an EKG and assess results, mental and emotional composure in a stressful and potentially dangerous environment, detect and to avoid dangerous situations

REQUIREMENTS FOR EMPLOYMENT:

Required Education and Experience

1. Associate degree in Nursing from an accredited college or university.

Preferred Education and Experience

1. Bachelor's degree in Nursing from an accredited college or university.

Additional Eligibility Qualifications

1. Applicants must possess a current State of Utah Registered Nurse license.
2. Applicants must possess current CPR certification
3. Applicants must possess a valid driver license and obtain a valid State of Utah driver license within 60 days of employment.

Applicants receiving a conditional offer of employment will be required to submit to a pre-employment drug screen and additional background checks as required.

LICENSURE/CERTIFICATIONS: Applicants must possess a current State of Utah Registered Nurse license, current CPR certification, and a valid driver license and obtain a valid State of Utah driver's license within 60 days of employment.

EXAMINATION/SELECTION PROCESS: Individuals interested in the position must submit an official Utah County Government application and required attachments to the Utah County Office of Human Resource Management, 100 East Center, Suite 3800, Provo, UT 84606, by 5:00 PM on the closing date. **NO POSTMARKS OR RESUMES.** Additional information will not be accepted after the closing date. The Human Resource Department will screen the applications for minimum qualifications. The selection process will consist of a hiring interview, and may include any one, or a combination, of the following examinations: application and/or supplemental review/rating, written examination, performance test and/or oral examination. The Human Resource Department reserves the right to call only the most qualified applicants to any of the examinations.