

The University of Texas at San Antonio

Job Description

Job Title: Staff Nurse I
Code: 11059
Salary Grade: 58
FLSA Status: Exempt
Department/Division: Health Services
Reports To: Nursing Supervisor

Summary

- Function: To provide professional nursing skills in the coordination and administration of nursing procedures for patient care.
- Scope: Responsible for assessing, developing, implementing, and evaluating a plan of nursing care for patients. Oversees and delegates patient care through ancillary staff.

Duties

- Typical:
 1. Maintains quality standard of patient care as established by the nursing profession and Texas state licensing agencies.
 2. Demonstrates an awareness of the total nursing needs of the patient and responsibly meets those needs. Distinguish between normal and abnormal findings and observations.
 3. Participate in professional nursing care of patients as required. Administer medications and/or treatments.
 4. Maintain accurate and confidential medical records.
 5. Assist physician during the examination and treatment of patients.
 6. Counsel patient on physician's orders.
 7. Performs emergency care on patients and refers patient to emergency facility as appropriate.
 8. Guides, counsels, and assists employees as required.
 9. Perform other duties as assigned.
- Periodic:
 1. Assist the nursing supervisor with duties as required.

Education

Required	Preferred
Graduation in Nursing from an accredited institution.	Bachelor's degree in nursing from an accredited institution.

Other Requirements

Required	Preferred
Current RN License from the Texas State Board of Nurse Examiners	CPR/AED Instructor Certification.
Tact, diplomacy, discretion, and confidentiality of medical information required in all matters.	
Criminal Background Check (CBC). CPR/AED certification.	Classes in Blood-borne pathogens and Phlebotomy.

Experience

Required	Preferred
None.	One year of experience as a registered nurse.

Equipment

Required	Possible
Standard clinical health care facility equipment.	Computer literate.

Working Conditions

Usual	Special
Usual office and clinical patient care facility conditions.	Evening or weekend work may be required.
	Possible exposure to blood-borne pathogens.
	Possible exposure to combustible materials.

Supervision

Received	Given
General supervision from immediate nursing supervisor.	May oversee assigned support staff.

Accuracy

Extreme accuracy in following written and verbal directions and in the dissemination and application of technical information. Extreme accuracy in following the international precautions and blood-borne pathogens policies.
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Security Sensitive

Specific job requirements or physical location of some positions allocated to this classification may render the position security sensitive, and thereby subject to the provisions of section 51.215 Texas Education Code.

Internal Control

Within the scope of position duties, responsible for seeing that operations are effective and efficient, assets are safeguarded, reliable financial data is maintained, and applicable laws, regulations, policies, and procedures are complied with.