

Orangeburg County

Title: Registered Nurse

Class Code: **FT** **PT**
 Exempt **Non-Exempt**



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General Description

The purpose of this job is to evaluate and provide comprehensive nursing care within the facility while observing and maintaining the security procedures as required by the facility. The employee in this position spends a minimum of 75% of their time performing duties involving clinical contact with inmates in the facility.

Duties and Responsibilities

The functions listed below are those that represent the majority of the time spent working in this position. Management may assign additional functions related to the type of work of the position as necessary.

- Maintains the standards of the nursing profession within the correctional facility by ensuring all nursing functions are in accordance with the County of Orangeburg's contractual obligations, the County of Orangeburg policies and procedures, National Commission on Correctional Health Care standards for accreditation, the standards for medical services within county correctional facilities and all applicable pharmacy laws. Complies with all standing institution security requirements and procedures.
- Performs a complete physical assessment and medical history as required on each inmate entering the correctional system and develops nursing care plans for the inmates. Medical problems not within his/her professional capabilities are referred to the appropriate physician for evaluation.
- Screens patients at sick call. Treat those problems which are within his/her professional capabilities, refers other medical problems to the attending physician and assists the physician in minor surgical procedures. Initiates appropriate treatment and/or medications in emergency situations in accordance with The County of Orangeburg medical services treatment protocols.
- Makes rounds in the Medical Unit a minimum of once per shift, and records notes on all inmates in the medical chart. Evaluate symptoms, reactions and the progress of patients on a periodic basis and reports problems to supervisor.
- Documents all inmate treatment contacts by using the problem-oriented medical record system (or S.O.A.P. format) to chart the treatment of inmates and maintains confidentiality of medical records.
- Ensures physician's orders are implemented and prescribed medications are administered, as ordered using the Formulary.
- Maintains security while administering medications and is continually cognizant of the potential hazard of drug hoarding and drug trafficking among inmates.
- Destroys and properly disposes of all needles/syringes.



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- Participates in an orientation covering specific requirements of RNs and other professional staff on-site. Participates in continuing education and in-service training. Participates in continuing education and in-service training. Participates in educational health programs such as diabetic education for inmates/patients.
- Prepares regularly scheduled assignments and special reports as needed and performs other related duties as requested.
- Assists professional staff in catching up on backlog of intake medical examinations by performing complete physical assessment and medical history as required on each inmate entering the correctional system and provides on-call clinical advise to facilities, as needed, and provides weekend coverage on a rotational basis.
- Within the policies, procedures and treatment protocols of The County of Orangeburg, decides appropriate treatment interventions and refers inmates for further treatment as appropriate.
- Determines the need for emergency referral to the Emergency Room.
- Decides when the need exists for contacting On Call Personnel.
- Determines specific contents of care plans for inmates.

Minimum Education and Experience Requirements:

Graduate of a National League of Nursing accredited school.

Current license to practice professional nursing in the state of South Carolina, a copy which shall be maintained on file in the facility at all times.

A minimum of one year of professional nursing experience.

Physical Demands:

Performs sedentary work that involves walking or standing some of the time and involves exerting up to 10 pounds of force on a regular and recurring basis or sustained keyboard operations.

Unavoidable Hazards (Work Environment):

- Involves routine and frequent exposure to:
 - Bright/dim light; Dusts and pollen.
 - Extreme heat and/or cold; Wet or humid conditions.
 - Extreme noise levels, Animals/wildlife.
 - Vibration; Fumes and/or noxious odors.
 - Traffic; Moving machinery.



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- Electrical shock; Heights.
- Radiation; Disease/pathogens.
- Toxic/caustic chemicals; Explosives; Violence.

Special Certifications and Licenses:

- Current Nursing License
- CPR Certification
- First Aid Certification

Americans with Disabilities Act Compliance

Orangeburg County is an Equal Opportunity Employer. ADA requires Orangeburg County to provide reasonable accommodations to qualified persons with disabilities. Prospective and current employees are encouraged to discuss ADA accommodations with management.

I have read the above duties associated with the position of Registered Nurse, I understand this job description is not all-inclusive, and I may be asked to perform additional duties. I understand I will be evaluated on my knowledge and understanding of the duties and task listed in this document. The position I hold with The County of Orangeburg is an at-will position, which means, either the County of Orangeburg, or I, may terminate employment, with or without notice, and with or without cause.

Print Employee Name

Date

Employee Signature

Date

This Class Description does not constitute an employment agreement between Orangeburg County and an employee and is subject to change by the County as its needs change.

