

STUDENT HEALTH NURSE

NATURE OF WORK

This is professional nursing work in the care and treatment of the physically ill at the University.

Work involves responsibility for providing professional nursing care to students according to established clinic rules and regulations, standard practices of the profession and specific and general instructions from medical superiors. Work is performed in accordance with established rules, regulations, and the standard practices of the profession and is reviewed through conferences and analysis of reports.

ILLUSTRATIVE EXAMPLES OF WORK

Prepare clinic and medical equipment for treatments; ensures that student medical records are in order; ensures that claim reports are filled out correctly; enters name of patient in case book.

Admits and prepares students for doctors' examination; assists physicians in examining or treating patients; gives instructions to patients concerning self-care; carries out follow-up treatment; charts treatments.

Makes appointments at various hospital laboratories and departments for a variety of tests and examinations; makes appointment with medical specialist; makes arrangements for follow-up visits to the clinic.

Check supplies and equipment and orders replacements; approves invoices for payment.

Answers emergency calls.

Performs related work as required.

REQUIREMENTS OF WORK

Experience in nursing; graduation from an accredited school of nursing; or any equivalent combination of experience and training which provides the following knowledge, abilities, and skills:

Knowledge of professional nursing theory and practice.

Knowledge of the rules, regulations, and policies of the clinic.

Ability to apply standard nursing techniques to a wide variety of patient care situations.

Ability to administer detailed medication and treatment.

Ability to keep records and charts and to make reports.

Ability to understand and follow oral and written directions in exact detail.

Ability to establish and maintain effective working relations with patients, and physicians.

Possession of a license as a Registered Nurse issued by the Province.

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1993.01.14

Confirmed: 2004.01.05