



RN Nurse Supervisor

Job Description:

Assume clinical responsibility for clinical practice and overall supervision of nursing support staff. Responsible for CHCFD compliance with all clinical medical policies, directives, rules, and clinical performance standards of the state and federal governments. Regularly meets with nursing support staff and provides oversight and guidance to them. Along with Medical Director, is responsible for leading the Quality Improvement Committee. Performs related work including but not limited to the job responsibilities listed below:

- Completes intake interview and obtain all vital signs according to established procedure
- Provide clinical and supervisory oversight of clinical support staff, which includes weekly and monthly staffing schedules, performance evaluation and delegation of duties
- Provide clinical training and oversight of clinical support staff as necessary and evaluate skills.
- Lead clinical support staff huddles and clinical support staff meetings.
- Provide orientation and training to new and existing clinical support staff.
- Part of the Quality Assurance/ Improvement committee and leads discussion, takes minutes and provides documentation to CEO.
- Assists with making and revising new clinical policies and procedures
- Makes sure that clinical support staff provide care within the approved policies and procedures of CHCFD
- Oversight of the Vaccine for Children (VFC) program
- Handles clinical patient complaints and if unable to resolve can be escalated to the CEO
- Provides consultation to the CEO to assess and provide clinical training for clinical support staff as needed.
- Work in conjunction with the Clinical Informatics Manager in using quality and quantitative reports to determine statistical measures
- Other duties assigned by the CEO and Medical Director
- Travel as necessary

Qualifications:

- Graduate of a Registered Nursing (RN) program
- Associates (ADN) or bachelor's degree of Nursing (BSN) required
- Two-five years of experience is preferred along with supervisory experience