



Part-Time Registered Nurse

JOB DESCRIPTION

Department: Medical

Reports To: Nurse Practitioner

FLSA Classification: Non-Exempt

Status: Part-Time

Hours: Thursday 4:00 p.m. – 7:30 p.m., Friday 8:30 a.m. – 4:30 p.m. and Saturday 8:30 a.m. – 1:30 p.m.

**While the listed hours are our preference, we are open to discussing alternative schedules to accommodate the right candidate. Thursday evening hours are non-negotiable.*

Position Summary:

The Part-Time RN will provide support to the Medical Services Department. The duties of the position will include but are not limited to; limited obstetrical ultrasounds, administering pregnancy tests, STI testing and administering treatment for STI's in accordance with Choices' established policies and procedures.

Qualifications:

1. Committed Christian who demonstrates having a personal relationship with Jesus Christ as Lord and Savior and is accountable to a local Bible-believing church.
2. Exhibit strong commitment to the sanctity of all human life.
3. Be committed and live by Biblical sexual ethics. Specifically, abstinence outside of marriage and fidelity within marriage.
4. Agreement with Choices' Statement of Principle, Statement of Faith, Mission Statement and policies of the center.
5. Strong administrative skills, excellent communications and relationship building skills required.
6. Excellent organizational, planning and problem-solving skills required.
7. Vision and calling to the position.
8. Ability to motivate and confront in love.
9. Ability to provide spiritual leadership, discipleship, and support to volunteers.
10. Ability to carry out responsibilities with little or no supervision.
11. Demonstrate satisfactory knowledge of pregnancy, abortion and related health issues.
12. Proficient in Microsoft Office programs.
13. Ability to communicate the vision and mission of Choices with clarity and represent Choices' values to the community.

14. Availability to work flexible hours including evenings.
15. Ability to work with a multi-generational staff and be a unified, committed team player.
16. Must have a current nursing license in the state of TN.

Responsibilities:

Nursing Care:

1. Ensures accurate implementation of MD's and Practitioner's orders in compliance with Choices' Policies and Procedures.
2. Administers health care services to include, but not limited to pregnancy testing, STI testing and treatment, and limited obstetrical ultrasounds.
3. Ensure patient has completed all forms before executing medical care.
4. Assesses patient needs and establishes a plan of care.
5. Oversees patient follow up per patient care plan and standardized procedures.
6. Provides education, guidance, and community referrals to patients.
7. Registered nurses will not practice beyond the level of their training.

Limited Ultrasound

1. Completed hands-on ultrasound training with a professional credentialed in ultrasound and has been deemed competent according to the written policies and procedures of the center.
2. Performs limited obstetric ultrasound after completion of training in accordance with established AWHONN, ACOG or AIUM) guidelines.
3. Clearly and timely document (chart) ultrasound findings and appointment details. Follow guidelines for responding to unusual ultrasound findings as specified in the center's policies and procedures.
4. Clean and care for instruments and equipment as per manufactures instructions and Choices' Policy.

STI Testing and Treatment

1. Follow up with patients regarding diagnosis, treatment when necessary, and follow up testing.

Administrative:

1. Participates in meetings to evaluate and improve clinical services.
2. Maintains accurate patient records and charting. This would include auditing patients' charts.
3. Proactively manage assigned projects for the growth of Choices' patient services.
4. Participate in-service education to staff and volunteers as requested.

General Staff Duties:

As requested by Executive Director, Client Services Director, or your supervisor:

1. Attend staff meetings.
2. Attend on-going training and conferences (may require travel).
3. Attend Choices events and other events as needed.
4. Participate in representation to churches and organizations.
5. Take an active role in the organization's network strategy, including hosting a table at the annual Choices Fundraising Banquet and participating in the Walk for Life.
6. Commit to be an active learner, staying educated about life issues and as well as professional development.

Interested candidates, please email your resume to Michele at mcheresnick@choiceschattanooga.org

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