

Warren Wilson College
POSITION DESCRIPTION

POSITION TITLE: Registered Nurse – Student Health

DEPARTMENT: Health Center, Student Life

REPORTS TO: Dean of Students and Health Center Nurse Practitioner

POSITION SUMMARY:

Warren Wilson student health nurse is primarily accountable to provide patient care services to students and staff at Warren Wilson College. Position also assists in the development of campus wide health initiatives.

SPECIFIC RESPONSIBILITIES:

- Provide treatment of minor injuries and illnesses;
- Triage health needs to include referral to medical care, counseling services, and/or community resources
- Provide confidential health counseling
- Provide family planning counseling and services
- Provide health guidance for students living with chronic illness/disability
- Educate the students and staff to become an independent health consumer
- Develop and update policies for management of health crises including necessary staff training. Predictable emergent health issues include immediate response to such problems as allergic reactions, severe asthma, diabetic crises, drug overdoses, suicidal behavior, and head and spinal injuries.
- Serve as a liaison between parents, doctors, and students in medical matters
- Screen student health history forms and initiate appropriate follow-up on indicated health problems
- Follow guidelines and protocols for the administration of medicines, immunizations.
- Maintain complete and accurate documentation of nursing care given to patients.
- Maintain inventory control of clinical supplies and order as needed.
- Participate on health related committees as requested by the Dean of Students
- Comply with confidentiality requirements as set by HIPAA, FERPA, federal, state and local regulations.
- Supervise student workers in the clinic
- With the student crew, provide transportation to medical appointments off campus.

This job description is a general description of the essential job functions. It is not intended to describe all the duties the RN – Student Health may perform.

QUALIFICATIONS:

EDUCATION and/or EXPERIENCE:

Completed all requirements for RN certification in approved program. 3+ years of experience in a student health services position strongly preferred.

CERTIFICATES, LICENSES, REGISTRATIONS:

North Carolina certification as RN in good standing with the North Carolina Board of Nursing.

Maintain current BCLS and ALS and First Aid certification

COMPUTER SKILLS:

Microsoft Excel and Word strongly preferred. Experience with an electronic medical record preferred.

COMMUNICATION & HUMAN RELATIONS SKILLS:

Must possess strong verbal and written communication skills. Possesses the ability to interact with patients in a caring and professional manner. Demonstrates appropriate service orientation in all interactions with Warren Wilson as well as patients, staff and visitors. Must work cooperatively with patients, staff, co-workers. Must be a team player. Must display absolute discretion in dealing with medical, fiscal and personnel information.

WORK ENVIRONMENT:

Is comfortable in a college environment with students and staff from multiple backgrounds. The work environment is a medical clinic setting with exam room and office with adequate lighting and temperature control. Position requires ability to appropriately and professionally handle multiple and competing priorities. Ability to work well under pressure. Occasional or routine exposure to infectious diseases, hazardous chemicals, etc. Hours are regular 9-5.