

**SAM HOUSTON STATE UNIVERSITY
STAFF JOB CLASSIFICATION DESCRIPTION**

TITLE: Nurse, Registered

EEO CATEGORY: Professional

JOB NUMBER: 0-2781

STATUS & GRADE: E-12

DATE: 05/1999

DEPARTMENT: Student Health Center

EDUCATIONAL & EXPERIENCE REQUIREMENT: Graduation from approved nursing school and registration with the Texas Board of Nurse Examiners. Bachelor's degree equivalency. X-Ray certification preferred. Two (2) years full-time experience as a practicing registered nurse in a recognized public health agency, hospital or other health care facility. Or a combination of education, experience, and training that would produce the required knowledge and abilities.

NATURE AND PURPOSE OF POSITION: To perform responsible professional nursing work according to standard procedures prescribed by the University Health Clinic. Responsible for care and treatment of patients according to accepted nursing and medical standards under the direction of the University Physician.

SUPERVISION GIVEN & RECEIVED: May supervise other nurses and receives general supervision from the physicians and Health Center Director.

PRIMARY RESPONSIBILITIES: Provides nursing care for sick/injured students. Performs treatment and preventative measures established as standard Clinic procedures as prescribed by Clinic physician(s). Administers routine preventive immunizations and tests; performs preliminary screening to determine if student(s) need the physician's attention. Records on students' records all pertinent information concerning care and medication. Prepares and assists with physical examinations. Prepares students for minor surgery and assists the physician where necessary. Perform other related duties as assigned.

OTHER SPECIFICATIONS: Follow infection control and medical standards. Work schedules may vary as required by University Clinic. May be responsible for office tasks such as filing, stocking, reports, scheduling, and patient follow-ups. Contact as required with other University departments, students, and visitors.

THIS IS A CLASSIFICATION DESCRIPTION WITH THE COMPLETE LIST OF JOB DUTIES BEING MAINTAINED AT THE DEPARTMENTAL LEVEL. THE ESSENTIAL ELEMENTS OF THE JOB MAY VARY ACCORDING TO WORK UNITS AND ARE IDENTIFIED BY THE RESPECTIVE DEPARTMENT FOR VACANCY NOTICES. ANY QUALIFICATIONS TO BE CONSIDERED AS EQUIVALENTS IN LIEU OF STATED MINIMUMS REQUIRE THE PRIOR APPROVAL OF THE DIRECTOR OF HUMAN RESOURCES. SAM HOUSTON STATE UNIVERSITY IS AN "AT WILL" EMPLOYER. DRUG FREE/SMOKE FREE WORKPLACE. SECURITY SENSITIVE IN ACCORDANCE WITH EDUCATION CODE 51.215. DRUG TESTING AS REQUIRED BY D.O.T. FOR SAFETY SENSITIVE POSITIONS. PAY GRADE RANGE IS INCLUSIVE OF SOCIAL SECURITY BENEFIT REPLACEMENT PAY.