

Nursing Shift Supervisor

Classification Number

6050

Series Concept

This classification is the first level of nursing leadership/supervisory positions and assumes 8-12 hour responsibility for current and/or oncoming shift on an ongoing basis for scheduling, assignments, problem-solving, etc. Incumbents provide nursing services requiring independent clinical judgment in institutions, hospitals or other clinical and correctional settings. Incumbents may be assigned to any of a wide variety of nursing programs including psychiatric nursing, chemical dependency, forensic, sex offenders, dual diagnosis, developmentally disabled, maternal child health services, family planning, immunization, corrections, etc. Patients may vary in socioeconomic, cultural, emotional, and/or physical needs and may be confused, disoriented, aggressive or hostile. Some settings may involve exposure to communicable diseases, lifting and moving patients or equipment and may involve restraining patients.

There is daily involvement with direct patient care activities in addition to supervisory responsibilities. The delineation of supervisory functions and nursing functions is as follows:

Supervisory functions:

Plans staffing patterns and assigns staff to meet patient needs on a 24 hour, 7 days per week basis; ensures sufficient qualified nursing staff to provide adequate patient care.

Assures that duties are assigned within the scope of each nurse's license and that each license is current; Ensures staff provides the highest quality of care and are in compliance with the Nurse Practice Act, JCAHO, federal, state and local requirements.

Responsible for supervising and evaluating the performance of personnel on units; completes performance evaluations and takes or recommends appropriate corrective action; supports and encourages the nursing staff in their career development. Reviews records and reports prepared by nursing staff. Reviews, revises, develops, and implements nursing policies and procedures. Manages and resolves human resource, employee and department safety and risk management issues.

Identifies and implements best practices to provide improved quality care and services. Assesses and monitors clinical nursing practice for optimal patient care. Monitors quality of care delivered, ensuring it meets age-related and developmental needs of patients. Acts as patient advocate. Follows-up on all clinical issues.

Coordinates the nursing care of assigned individuals by planning and supervising the work of support staff; orders medical and other supplies as required; supervises regular or special treatments, including physical, chemical and other treatments prescribed.

Examples of Nursing functions:

Incumbents may provide preventive, primary, secondary, and tertiary nursing to individuals, organizations and/or the community. They assess physical and psychosocial health, instruct and counsel patients, families, and/or caregivers in disease processes, self-care, and health promotion techniques; develop plans of care, provide case management; identify, consult, and coordinate with community resources pertaining to health, social, and financial services; refer clients to community resources. Provides nursing care using independent judgment and evaluation according to accepted nursing standards and agency policies and procedures. Assesses, analyzes, plans, implements and evaluates patient care following established patient care standards.

Performs a nursing assessment by observing individuals, taking individuals medical/psychiatric history, and analyzing appropriate records and reports received.

Develops a nursing care plan to incorporate the nursing approach to problem solving for the individual; reviews and revises nursing care plans in a timely and appropriate manner; monitors the progress of individuals and recommends changes in treatment plan, makes rounds with physician, instructs patients on self-care techniques.

Makes rounds on wards to review individual records; serves as a resource person or consultant to other nursing staff members in a given specialty, providing the latest diagnostic and treatment techniques; provides primary care to individuals within the specialty; teaches individuals and/or family members home care techniques.

Teaches/instructs classes in a specialty area as a part of the training program for nurses, allied health practitioners, continuing education credit students, and other areas as appropriate.

May serve as the only registered nurse on duty on the evening or night shift at a treatment facility, providing nursing treatment services in designated area and emergency medical services facility wide.

Interacts with individuals in a therapeutic manner, providing guidance, direction and support to appropriate behavior, activities and life processes.

Reviews individual care, evaluation forms and individuals' charts to provide quality assurance.

Conducts utilization reviews by examining and evaluating medical reports to ensure adequacy and appropriateness of nursing care services.

Collect and organize evidence using appropriate certifications of authenticity and following chain of command procedures.

During investigations, conducts interviews of people and records substance of interview. Reviews and analyzes evidence and statements to verify violations. Prepares and presents case summaries and carries out the assigned disposition of the case.

Distinguishing Features

This is a single classification and not currently part of a series of classes.

Reporting Structure

This classification reports to nursing managers.

Minimum Qualifications & Skills

EDUCATION: Per licensing requirements.

EXPERIENCE: Two to four years nursing experience, including some supervisory experience.

CERTIFICATION/LICENSURE: Current Oregon state RN licensure

Other: Demonstrated positive interpersonal and communication skills with colleagues, patients, families, providers, physicians and the community.