

Job Description

Region: Colorado

Job Code:

JOB DETAILS

Job Code Effective Date: Job Descr/Revised Eff Dt:		JD Status:	Active
Job Title:	Senior Lead RN	Job Reports To (Title)	

Job Code:		Exemption Status:	Non-Exempt
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Job Family:	Nurse (Licensed)	Union/Non-Union:	Union
Job Grade:	05	EEO Category:	2A

SUMMARY

This job's purpose and primary focus in three to four sentences.

Functions as a Lead of the ambulatory healthcare team; coordinates departmental operations to ensure quality patient care in a safe, healing environment that is patient and family centered. Demonstrates responsibility and accountability for own professional practice. Must meet minimum qualifications selected in partnership. Is available and supportive to employees and understands priorities/needs of the department. A staff role model for professional nursing practice. May recommend to management efficient resource allocations by assuring appropriate patient assignments, staffing resources, and scheduling. Demonstrates performance consistent with the strategic plan of the organization and the KP nursing mission and values.

MAJOR RESPONSIBILITIES/ESSENTIAL FUNCTIONS	Estimated % of Time spent
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The primary job duties this position is responsible for achieving are listed in order of importance.

<p>The primary job duties this position is responsible for achieving are listed in order of importance.</p>	0%
<p>The Senior Lead Registered Nurse demonstrates proficiency by exhibiting the following skills, competencies, and behaviors:</p>	
<p>Leadership: Directs, reviews, assigns and organizes the work of at least three (3) or more employees, of which at least one (1) must be another Registered Nurse OR if the Registered Nurse is the only Registered Nurse assigned to the medical office OR a Registered Nurse in a department where the supervisor is not a Registered Nurse to ensure completion of patient care/department activities. Applies the KP Nursing mission, vision, values and behaviors in daily practice. Understands needs and sets priorities for the department. Provides professional leadership and direction of department personnel to maintain efficient delivery of effective patient care. Coordinates departmental operations and assigns tasks appropriately. Is an excellent staff role model for professional nursing practice (e.g. RN/MD Collaborating for Outcomes, principles of Just Culture, Quality, Service, Safety); Facilitates interprofessional/interdisciplinary communication and collaboration. Supports and enhances the leadership skills of the staff RNs, LPNs and MAs. Upholds compliance with Kaiser Permanente's Policies and Procedures, Principles of Responsibilities, applicable state and federal laws and regulations, and accreditation and licensure requirements and the Collective Bargaining Agreement (CBA). Champions new ideas. Collaborates with or refers to manager/clinical nurse specialist any outstanding issues or concerns in the department. Acts as a resource, preceptor and mentor to new employees, registry, students, and other team members in department specific operations and patient care activities; led by Nurse Governance. Identifies patient safety issues and seeks appropriate assistance to resolve them. Communicates to the manager any department unusual occurrences interruptions of care delivery, or any pertinent staff behaviors (e.g. absence, tardiness, etc.) occurring during the lead shift. Upholds the Standards of the Colorado Nurse Practice Act, the AACN Standards of Practice and the ANA Code of Ethics for Nurses.</p> <p>Nursing Process: Serves as a resource for clinical concerns, scope of practice and applicable state and federal regulations as well as operational concerns of providers and staff. Possesses experience and skills to be a resource for providers, RNs, LPNs, MAs and clerical support staff. Encourages completion and distribution of After Visit Summary (AVS plan including barriers and patient/family education.</p> <p>Documentation: Encourages Departmental performance is meeting organizational goals and targets.</p>	
<p>Clinical Outcomes: Participates and/or leads various aspects of department operations (department committees, new projects, quality efforts, and educational programs). May participate and/or lead UBTs at the selection of Local 7 leadership. Demonstrates knowledge of patients' specific conditions commonly seen in the department and care required. Communicates and escalates needs to Managers, MOC, Physicians Leads, or Health plan building leadership as needed throughout the lead shift regarding significant issues around patient care, customer service or CPMG/HealthPlan staff performance or behavior Issues. Actively participates, champions and motivates other staff in quality improvement in patient care, workflow, and improvement in clinical initiatives and working conditions of the department. Coordinates paramedic and emergency medical management of 911 and ACLS transport. All the above activities will be done in partnership with Health Plan and Labor.</p>	0%
<p>Workplace Safety: Adjusts/Identifies staffing needs of the department, in coordination with department manager, to assure quality patient care, patient and staff safety, efficiency, productivity and working conditions of providers and staff. Actively models LMP Workplace Safety principles and practices. Has the authority to call for float pool or escalate.</p>	
<p>Patient Care Experience/Customer Service: Acts as a role model for staff by providing a patient care experience that exceeds members' expectations. Ensures timely and appropriate management of patients. Coordinates smooth transition for patients across the care continuum.</p>	
<p>Team Commitment: Supports the collaborative Labor-Management Partnership environment through Unit Based Teams (UBTs). Identifies and supports staff professional/clinical development needs (i.e. certification, presentations, reward/recognition). Motivates staff to attain their fullest potential. May lead and/or facilitate daily multidisciplinary huddles.</p>	
<p>Fiscal Responsibility: Participates in appropriate resource allocation</p>	
<p>Message Management: Monitor in-basket management to ensure timely completion of messages. Ensures use of nurse triage protocols for medical problem, same day and symptom-based messages. Ensures patient call back messages are responded to in a timely manner. Will communicate with lead RN in message management.</p>	
<p>Professional Development: Takes responsibility for professional growth and development</p>	

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JOB QUALIFICATIONS
Minimum Education (Indicate minimum education or degree required.)
<ul style="list-style-type: none"> • High School Diploma/GED required • BSN required • Current BLS required <p>Please refer to Minimum Education section for full Qualifications. Current CO RN license and BLS certification.</p> <ul style="list-style-type: none"> • Experienced RN's: Applicant must have a minimum of one (1) year full-time ambulatory RN equivalent experience within the past three (3) years as an RN.
Preferred Education (Indicate preferred education or degree required.)
Minimum Work Experience and Qualifications (Indicate minimum years of job experience, skills or abilities required for the job.)
<p>Basic Qualifications: See Materials Below</p> <p>Additional Requirements: No information available at this time.</p>
Preferred Work Experience and Qualifications (Indicate preferred years of job experience, skills or abilities required for the job.)
<p>Experience must be within the clinical area of specialty for the position of hire-Ambulatory Care.</p>
Required Licensure, Certification, Registration or Designation (List any licensure or certification required and specify name of agency.)
<p>RN/BSN</p>

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Disclaimer, Compliance and Service Language

DISCLAIMER: The above statements are intended to describe the general nature and level of work being performed by incumbents assigned to this job. This is not intended to be an exhaustive list of all the responsibilities, duties and skills required. The incumbent may be expected to perform other duties as assigned.

COMPLIANCE & INTEGRITY: Consistently supports compliance and the Principles of Responsibility (Kaiser Permanente's Code of Conduct) by maintaining the privacy and confidentiality of information, protecting the assets of the organization, acting with ethics and integrity, reporting non-compliance, and adhering to applicable federal, state and local laws and regulations, accreditation and licensure requirements (if applicable), and Kaiser Permanente's policies and procedures.

Models and reinforces ethical behavior in self and others in accordance to the Principles of Responsibility; adheres to organizational policies and guidelines; supports compliance initiatives; maintains confidences; admits mistakes; conducts business with honesty; shows consistency in words and actions; follows through on commitments.

All Directors, Managers and Supervisors are accountable for communication, implementation, enforcement, monitoring and oversight of compliance policies and practices in their departments.

SERVICE & QUALITY: In addition to defined technical requirements, accountable for consistently demonstrating service behaviors and principles defined by the Kaiser Permanente Service Quality Credo, the KP Mission as well as specific departmental/organizational initiatives. Also accountable for consistently demonstrating the knowledge, skills, abilities, and behaviors necessary to provide superior and culturally sensitive service to each other, to our members, and to purchasers, contracted providers and vendors.

WORKPLACE SAFETY: In addition to defined working conditions and physical requirements, employees are accountable for working safely; following established policies & procedures; utilizing all designated protective personal equipment (PPE) and/or safety equipment assigned for task; and reporting all injuries and hazards to their supervisor immediately.

Supervisors and Managers are accountable for ensuring the safety performance of employees; applying consistent practices in compliance with federal, state and local regulations; providing guidance to maintain a safe and healthy work environment

