



**NORTH DAKOTA
CLASS DESCRIPTION**

ND Human Resource Management Services
Phone: (701) 328-3290

Class Code(s): 3061
3062
3063

REGISTERED NURSE

SCOPE OF WORK:

Work involves performing nursing services that require application of specialized knowledge, skill, and judgement based on principles of the biological, physical, behavioral, psychological, and social sciences to achieve and maintain health and prevent illness.

DUTIES PERFORMED AT ALL LEVELS:

- Collaborate in the implementation and evaluation of the total health care regimen as prescribed or authorized by a licensed physician.
- Obtain written orders from the client's physician as necessary to develop personal health care plan; monitor the plan and reassess as needed.
- Administer or supervise the administration, monitoring, and follow-up of client medication.
- Assess human responses to actual or potential health problems.
- Provide supportive and restorative care, health counseling, health education, and appropriate nursing intervention.
- Review cases and refer clients who are ill, injured, or experiencing changes in the normal health processes.
- Provide emergency response and implement life stabilizing and life saving measures, medically or psychiatrically, to clients.
- Responsible for record keeping and maintenance of records.

NOTE: The duties listed are not intended to be all-inclusive. Duties assigned any individual employee are at the discretion of the appointing authority.

**REGISTERED NURSE I
GRADE J**

3061

LEVEL DEFINITION:

Individuals in positions at this level provide, under close supervision, direct basic nursing services necessary to maintain optimum levels of personal health through the use of individualized care plans that meet the clients' health care needs.

ADDITIONAL DUTIES PERFORMED AT THIS LEVEL:

- Conduct initial evaluation of the health of client to assess and observe their needs.
- Obtain written orders from the client's physician as necessary to develop a personal health care plan, monitor the plan and reassess as needed.
- May evaluate home health aides', certified nursing assistants' or para-professional staff performance and resolve any client dissatisfactions.
- Act as a liaison between the agency and the health-care community; promote good public relations for the programs.

MINIMUM QUALIFICATIONS:

Requires licensure as a Registered Nurse by the North Dakota Board of Nursing or licensure in another state and meet the eligibility requirements for licensure in North Dakota. North Dakota licensure is a condition of employment and the employing agency will verify and document licensure upon appointment.

REGISTERED NURSE II
GRADE L

3062

LEVEL DEFINITION:

Individuals in positions at this level coordinate and/or provide direct nursing services with minimal supervision to assigned clients.

ADDITIONAL DUTIES PERFORMED AT THIS LEVEL:

- Participate as a multi-disciplinary team member for case management and direct nursing service of assigned clients.
- May perform and evaluate treatments as charge nurse.
- Arrange for or provide training to client in any new procedures within program guidelines.
- May supervise, provide guidance and support to Licensed Practical Nurses and Nurses Aides to maintain a therapeutic environment for clients.

MINIMUM QUALIFICATIONS:

Requires licensure as a Registered Nurse by the North Dakota Board of Nursing or licensure in another state and meet the eligibility requirements for licensure in North Dakota and one year of work experience as a Registered Nurse. North Dakota licensure is a condition of employment and the employing agency will verify and document licensure upon appointment.

REGISTERED NURSE III

3063

GRADE M

LEVEL DEFINITION:

Individuals in these positions plan, develop, implement, supervise, and coordinate the delivery of nursing services to assigned clients or may coordinate and provide direct nursing services to clients who have the most complex medical needs.

ADDITIONAL DUTIES PERFORMED AT THIS LEVEL:

- Supervise assigned staff; may supervise several units or programs.
- Administer case management services, teach, delegate, and evaluate health and nursing practices within a unit or program.
- Perform and evaluate treatments as charge nurse.
- Coordinate and provide staff education, including cross training when necessary, to meet the health needs of the clients being served within a unit or program.
- May perform relevant research and program development for the unit/agency.
- May write, update, and maintain nursing policies and procedures.
- May provide nursing consultation to other providers and entities.
- Maintain public relations within the health care community concerning health issues and services
- Ensure the environmental safety of individuals and staff within assigned unit or program.

MINIMUM QUALIFICATIONS:

Requires licensure as a Registered Nurse by the North Dakota Board of Nursing or licensure in another state and meet the eligibility requirements for licensure in North Dakota and three years of work experience as a Registered Nurse. North Dakota licensure is a condition of employment and the employing agency will verify and document licensure upon appointment.

Eff. Date: 11/83

Rev: 06/90 – Revised minimum qualifications

Rev: 03/00 – Updated to current format and changed grade

Rev: 04/11 – Update minimum qualifications.

Rev: 07/12 – Conversion to Hay System