

## UW HEALTH JOB DESCRIPTION

### Nurse Extern

Job Code: 790020, 790034

FLSA Status: Non-Exempt

Mgt. Approval: M. Glynn

Date: October 2023

Department : Various

HR Approval: K. Fleming

Date: October 2023

Please direct requests for updates to this PD to HR BP

### JOB SUMMARY

The Nurse Extern will demonstrate the ability to learn and apply the knowledge and skills they have been taught in their nursing program in order to provide technically skilled care in their assigned department. The goal of the Nurse Extern experience is to provide undergraduate nursing students with an extended clinical experience to enhance their foundational nursing education. The Nurse Extern functions as a member of the patient care team, experiencing the complexities of a nursing care delivery model and collaborating with all team members.

The Nurse Extern reports to the department Nurse leader and will work under the direct supervision of an assigned Registered Nurse (RN) Clinical Coach as defined by the Wisconsin Board of Nursing. The RN Clinical Coach for the Nurse Extern will support learning experiences to enable the Nurse Extern to proficiently perform nursing care activities in both complex and non-complex situations.

### MAJOR RESPONSIBILITIES

#### Direct Patient Care

1. Identifies and systematizes priority nursing needs of patients and families.
2. Makes sound clinical judgments, appropriate to current knowledge and skill level.
3. Recognizes limits of knowledge base and initiates steps to ensure safety.
4. Develops clear and concise plans of care that are realistic, patient-specific and culturally appropriate.
5. Carries out nursing interventions as noted on the multidisciplinary plan of care developed for patients under the direct supervision of their Clinical Coach and within limits of the role. Suggests revisions to their RN Clinical Coach.
6. Performs basic patient care skills in a competent manner.
7. Completes nursing care in an acceptable timeframe.
8. Collects data from a variety of resources and in conjunction with their RN Clinical Coach.
9. Identifies patient's learning needs and provides effective health teaching to patients.
10. Participates actively in discharge planning of patients and assists in making referrals to appropriate agencies when patients are discharged.
11. Utilizes resources to maximize the health care benefit of the patient.
12. Performs systematic nursing assessments under the supervision of the RN Clinical Coach.
13. Performs nursing interventions efficiently and appropriately to provide high quality nursing care.
14. Maintains patient safety by appropriately following UW Health policies and procedures.
15. Administers medications under direct supervision by their RN Clinical Coach. May NOT administer Blood or any Chemotherapy agents

#### Communication

1. Actively listens to patients, families and staff.
2. Provides RN Clinical Coach with information for developing a consistently effective multidisciplinary plan of care for patients.
3. Recognizes changes in patient's status and promptly communicates this information to RN Clinical Coach.
4. Discusses patient care issues with other healthcare disciplines as appropriate.
5. Communicates information that will be beneficial in planning for short- and long-term patient care goals and participates in patient centered conferences or rounding.
6. Concisely documents pertinent information in an accurate manner.
7. Communicates effectively and accurately during change of shift report.

#### Application of Theoretical Knowledge

1. Identifies own learning needs and suggests learning activities to meet those needs.
2. Uses feedback from others to create new learning experiences and to reinforce current knowledge and skill level.
3. Seeks out patient care situations that are associated with current learning needs.
4. Discusses theoretical basis of patient care situations.
5. Transfers knowledge learned from one situation to similar clinical situations.

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### Understanding of Complex Department/Organizational Dynamics

1. Understands own role as a member of the multidisciplinary team.
2. Contributes to the working environment of the department and displays flexibility in adapting to change.
3. Recognizes how a staff nurse influences patient and department needs.

### Other Duties as Assigned

**ALL DUTIES AND REQUIREMENTS MUST BE PERFORMED CONSISTENT WITH THE UW HEALTH PERFORMANCE STANDARDS.**

### JOB REQUIREMENTS

Education	Minimum	<ul style="list-style-type: none"> <li>• Current enrollment in a Baccalaureate School of Nursing program <b>AND</b></li> <li>• Successful completion of two clinical courses as a nursing student</li> </ul> <p style="text-align: center;"><b>OR</b></p> <ul style="list-style-type: none"> <li>• <u>UW Health Employees ONLY</u>: Current enrollment in an Associate Degree in Nursing program <b>AND</b></li> <li>• Successful completion of two clinical courses as a nursing student</li> </ul>
	Preferred	<ul style="list-style-type: none"> <li>• Current enrollment in a Baccalaureate School of Nursing program <b>AND</b></li> <li>• Successful completion of two clinical courses as a nursing student</li> </ul>
Work Experience	Minimum	
	Preferred	Experience working in a patient care role (such as Nursing Assistant or Medical Assistant)
Licenses & Certifications	Minimum	Current CPR/BLS Certification
	Preferred	
Required Skills, Knowledge, and Abilities		<ol style="list-style-type: none"> <li>1. Ability to maintain patient privacy and confidentiality.</li> <li>2. Exhibits good organizational, analytical and communication skills.</li> <li>3. Ability to interact with patients, staff, and visitors professionally and positively.</li> <li>4. Performs work in an accurate and timely manner.</li> <li>5. Maintains accurate records.</li> <li>6. Demonstrates respect, honesty, and caring attitudes with patient/families and other members of the healthcare team.</li> <li>7. Possesses knowledge of the principles of growth and development for the appropriate patient age group(s).</li> <li>8. Demonstrates the ability to assess data reflective of the patient's status in relation to the appropriate age group(s).</li> <li>9. Demonstrates the ability to interpret relevant information needed to identify each patient's nursing care requirements in conjunction with the RN Clinical Coach relative to the patient's age specific needs.</li> <li>10. Demonstrates the ability to provide nursing care relative to the patient's age specific needs.</li> </ol>

### AGE SPECIFIC COMPETENCY (Clinical jobs only)

Identify age-specific competencies for direct and indirect patient care providers who regularly assess, manage and treat patients.

**Instructions:** Indicate the age groups of patients served either by direct or indirect patient care by checking the appropriate boxes below. Next,

<input checked="" type="checkbox"/>	Infants (Birth – 11 months)	<input checked="" type="checkbox"/>	Adolescent (13 – 19 years)
<input checked="" type="checkbox"/>	Toddlers (1 – 3 years)	<input checked="" type="checkbox"/>	Young Adult (20 – 40 years)
<input checked="" type="checkbox"/>	Preschool (4 – 5 years)	<input checked="" type="checkbox"/>	Middle Adult (41 – 65 years)
<input checked="" type="checkbox"/>	School Age (6 – 12 years)	<input checked="" type="checkbox"/>	Older Adult (Over 65 years)

### JOB FUNCTIONS

Review the employee's job description and identify each essential function that is performed differently based on the age group of the patient.

### PHYSICAL REQUIREMENTS

**Indicate the appropriate physical requirements of this job in the course of a shift.** *Note: reasonable accommodations may be made available for individuals with disabilities to perform the essential functions of this position.*

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Physical Demand Level	Occasional Up to 33% of the time	Frequent 34%-66% of the time	Constant 67%-100% of the time
<b>Sedentary:</b> Ability to lift up to 10 pounds maximum and occasionally lifting and/or carrying such articles as docket, ledgers and small tools. Although a sedentary job is defined as one, which involves sitting, a certain amount of walking and standing is often necessary in carrying out job duties. Jobs are sedentary if walking and standing are required only occasionally and other sedentary criteria are met.	<b>Up to 10#</b>	<b>Negligible</b>	<b>Negligible</b>
<b>Light:</b> Ability to lift up to 20 pounds maximum with frequent lifting and/or carrying of objects weighing up to 10 pounds. Even though the weight lifted may only be a negligible amount, a job is in this category when it requires walking or standing to a significant degree.	<b>Up to 20#</b>	<b>Up to 10#</b> or requires significant walking or standing, or requires pushing/pulling of arm/leg controls	<b>Negligible</b> or constant push/pull of items of negligible weight
X <b>Medium:</b> Ability to lift up to 50 pounds maximum with frequent lifting and/or carrying objects weighing up to 25 pounds.	<b>20-50#</b>	<b>10-25#</b>	<b>Negligible-10#</b>
<b>Heavy:</b> Ability to lift up to 100 pounds maximum with frequent lifting and/or carrying objects weighing up to 50 pounds.	<b>50-100#</b>	<b>25-50#</b>	<b>10-20#</b>
<b>Very Heavy:</b> Ability to lift over 100 pounds with frequent lifting and/or carrying objects weighing over 50 pounds.	<b>Over 100#</b>	<b>Over 50#</b>	<b>Over 20#</b>
List any other physical requirements or bona fide occupational qualifications:			

Note: The purpose of this document is to describe the general nature and level of work performed by personnel so classified; it is not intended to serve as an inclusive list of all responsibilities associated with this position.