# UW HEALTH JOB DESCRIPTION

## RN - Oncology

<table>
<thead>
<tr>
<th>Job Code: 800008</th>
<th>FLSA Status: Non- Exempt</th>
<th>Mgt. Approval: M. Schroeder</th>
<th>Date: 3-18</th>
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</thead>
<tbody>
<tr>
<td>Department: 1726 – Gynecology/Oncology</td>
<td>HR Approval: M. Buenger</td>
<td>Date: 3-18</td>
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## JOB SUMMARY

The Registered Nurse systematically and continuously collects and assesses data in collaboration with the multidisciplinary team to provide therapeutic care with the patient and or family seen in the Gyn/Oncology clinic. He/She performs all required elements of a nursing assessment including but not limited to physical examination, assessment of readiness to learn, psychosocial/and sexual assessment, functional assessment and utilization of patient/family specific assessment scales as required. The Registered Nurse is an active member of the multidisciplinary team and collaborates in the development, execution and evaluation of the multidisciplinary plan of care or critical pathway. The Registered Nurse considers factors related to safety, effectiveness and cost in planning and delivering care. The Registered Nurse’s decisions and actions with patients/families are determined in an ethical manner.

The Registered Nurse establishes goals and strategies for meeting the discharge or continuing care needs of the patient, family, and/or other care provider. The Registered Nurse provides care in collaboration with other nursing staff members; He/She delegates and supervises care in accordance with nurse practice acts and the professional nursing role.

The Registered Nurse utilizes research findings in Gyn/oncology and participates in clinical trials for this patient population. He/she demonstrates knowledge of and participates in Improving Organizational Performance activities. The Registered Nurse acquires and maintains knowledge in nursing practice and assumes responsibility for the professional development of self, other nursing staff and students.

## MAJOR RESPONSIBILITIES

The incumbent performs the following job responsibilities:

### I. Clinical Practice/Quality of Care

The registered nurse systematically and continuously collects and assesses data in collaboration with the multidisciplinary team to provide therapeutic care with the patient and family.

- **A.** Establishes an in-depth database by assessing the behavioral and physiologic status of the patient utilizing interview, observation, physical examination, and other available data.
- **B.** Integrates nursing interventions into the multidisciplinary plan of care, incorporating appropriate standards of care and practice and patient outcomes.
- **C.** Incorporates discharge/home care planning into the multidisciplinary plan of care on an ongoing basis.
- **D.** Implements safe, competent, and efficient patient care within policies, procedures and standards, and interventions as noted on the multidisciplinary plan of care.
- **E.** Sets priorities adapting to changing patient and clinic situations. In response to data indicating urgent and/or emergent risk to patient, initiates action to reduce or correct risk.
- **F.** Assumes responsibility and accountability for effectively managing nursing care of individual patients as a team member.
- **G.** Documents the nursing process to reflect a comprehensive and integrated approach to patient care.
- **H.** Evaluates patients’ responses to care based on effectiveness of nursing interventions/actions in relationship to established outcomes and consults with Medical Staff, Care Team Leader, Case Manager, Research Associate, Support Staff (Social Worker, Counselors, etc.) and/or Nurse Practitioner regarding clinical variances and recommended changes to the plan of care.
- **I.** Identifies learning needs with patients/families and teaches by adapting standard information to provide individualized and comprehensive teaching learning. Utilizes the resources of the Teaching-Learning Center as appropriate to meet identified patient, family and/or care give needs.

### Performance measures:

* Performs systematic nursing assessment, recognizes abnormalities and integrates findings into multidisciplinary plan of care. Critical elements include physical examination, assessment of readiness to learn, psychosocial assessment, functional assessment, and utilization of specific assessment scales including the Braden scale, pain assessment and functional assessment, developmental level scales and ECOG/Karnofsky performance status scales.
* Possesses knowledge of the principles of growth and development for adult oncology patients.
* Completes all necessary elements of patient assessment health profile, problem list, and medication profile on admission or new to clinic and in accordance with appropriate departmental standards.
* Interprets overt and subtle data to determine physiologic or psychological risk.
* Establishes each patients’ nursing care requirements relative to his/her age specific needs
* Establishes goals and strategies for meeting discharge and/or continuing care needs with patient, family and/or other care provider based on admission and ongoing assessment. Involves the patient and family in planning.
* Teaches patient, family and/or other care provider critical knowledge and skill necessary to accomplish self-care regimes and manage decision-making of continuing care needs.
UW HEALTH JOB DESCRIPTION

* Ensures that patient and family demonstrate knowledge of health status, treatments, symptom management, skills, medications and adaptive behaviors gained as a result of teaching interventions.
* Ensures patient and family/caregiver understanding of safety, functional self-care and home maintenance measures gained as result of discharge planning interventions.
* Documents information which leads to insights or the solutions of usual patient problems, the response to and the outcomes of care provided. Documents in accordance with UW Health polices and procedures.
* Safely and competently executes technical skills required for practice. Maintains clinical specialty practice privileges including but not limited to:
  * Chemotherapy Administration
  * Moderate Sedation
  * Glucose Monitoring

II. Resource Utilization

The registered nurse considers factors related to safety, effectiveness, and cost in planning and delivering care. He/she demonstrates knowledge of UW Health health care delivery system as multidisciplinary and multifaceted with a variety of entry and access points along the care continuum.

A. Contributes to and supports the effective management of the clinic.
B. Incorporates standards of practice, clinical practice protocols, etc. into practice in order to maximize clinical effectiveness.
C. Acts to facilitate cost control in use of material resources.
D. Acts to facilitate cost controls in the use of human resources.
E. Effectively utilized technology to support practice and efficiencies in care delivery.

Performance measures:

* Implements practice protocols competently and consistently dependent on practice setting.
* Uses sick leave appropriately.
* Is alert to duplication of patient care services and questions need
* Identifies opportunities and participates in evaluations designed to measure the impact of new products and technology on patient outcomes or enhancements to the care delivery process.

III. Collaboration

The registered nurse collaborates with the patient, family, significant others, and health care providers in providing patient care. Delegates and supervise care in accordance with nurse practice acts and professional nursing role.

A. Initiates multidisciplinary collaboration to positively impact the outcomes of health provided.
B. Communicates effectively with patients, families, professionals, supportive personnel and others.
D. Initiates steps to support and enhance the patient’s responsibility and self-determination in decision-making concerning health, treatment and well being.
E. Involves the individual patient/family in identification of requirements/perceptions of learning needs and preparation to assume self-care on discharge.
F. Develops, maintains, and terminates therapeutic relationships with patients and families.
G. Participates in clinic and/or departmental shared governance structure in order to improve care.

Performance measures:

* Maintains patient privacy and confidentiality.
* Develops a therapeutic relationship by establishing trust and enabling patient and/or family to verbalize his/her requirement so help comfortably and clearly.
* Evaluates effectiveness of teaching interventions, patient/family level of understanding and adjusts teaching and plan of care accordingly.
* Implements UW Health policy on Advanced Directives.
* Demonstrates effective delegation and supervision of other nursing team members.
* Participates as leader or active member of clinic and/or department shared governance council. Routinely attends and participates in staff meetings.

IV. Ethics

The registered nurse’s decisions and actions with patients and families are determined in an ethical manner.

A. Demonstrates sensitivity to the values of self and others.
B. Participates in activities designed to broaden ethical decisions-making skills.
C. Integrates personal values with UW Health and UWCCC Mission and Nursing Vision Statement.
UW HEALTH JOB DESCRIPTION

D. Involves patient/family in plan of care incorporating their cultural, spiritual and other belief systems.

**Performance measures:**

* Demonstrates trust, respect, honesty, and caring attitudes with patient/families and other members of the health care team.
* Seeks available resources to help resolve value conflicts or ethical issues. Knows how to access UW Health and Department of Nursing Ethic committee.
* Demonstrates commitment and integration of a patient's cultural beliefs and practices into multidisciplinary plan of care.

VI. Research

The registered nurse uses research finding in practice.

A. Participates in organizational improvement activities.
B. Identifies recurring clinical practice issues and contributes to the development of specific plan of address identified issues.
C. Demonstrates knowledge of research findings related to oncology.
D. Demonstrates knowledge of clinical trials available to the oncology patient population.

**Performance measures:**

* Incorporates changes in practice to reflect new advances and ensures effectiveness of interventions.
* Utilized clinic multidisciplinary committee and departmental resources such as PRN and RISC nurses to improve quality and outcomes of care.
* Collaborates with research associates regarding patient eligibility, patient education, treatment and monitoring phases.

VI. Education

The registered nurse acquires and maintains current knowledge in nursing practice and assumes responsibility of the professional development of self, other nursing staff, and students.

A. Evaluates own performance and that of peers and other nursing staff in relation to oncology nursing standards
B. Demonstrates an awareness of elements in own performance needing further development and seeks opportunities to improve.
C. Contributes to the learning experience of students in cooperation with the instructor and other staff.

**Performance measures:**

* Works directly with new employees to see that planned orientation to the clinic is accomplished.
* Assists in orientation, instruction, direction, and evaluation of students assigned to the clinic.
* Identifies and communicates educational needs.
* Shares knowledge gained through participation in continuing education activities.
* Maintain appropriate specialty certifications UW Health mandatory education requirements.

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

**JOB REQUIREMENTS**

<table>
<thead>
<tr>
<th>Education</th>
<th>Minimum</th>
<th>Associates degree in nursing</th>
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<td>Preferred</td>
<td>Baccalaureate degree in nursing</td>
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<th>Work Experience</th>
<th>Minimum</th>
<th>One (1) year oncology and/or surgical oncology experience.</th>
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|                    | Preferred | • Ambulatory experience.  
|                    |           | • Chemotherapy experience.   |

| Licenses & Certifications | Minimum | • Registration as a professional nursing in the state of Wisconsin  
|                            | Preferred | • CPR certification   |

| Required Skills, Knowledge, and Abilities | • Knowledge regarding quality improvement and standards of care within practice area.  
|                                           | • Experience in teaching patient and families  
|                                           | • Excellent communication skills. Ability to effectively delegate and supervise the work of other nursing team members. |
UW HEALTH JOB DESCRIPTION

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

| Infants (Birth – 11 months) | Adolescent (13 – 19 years) |
| Toddlers (1 – 3 years) | Young Adult (20 – 40 years) |
| Preschool (4 – 5 years) | Middle Adult (41 – 65 years) |
| School Age (6 – 12 years) | 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.

<table>
<thead>
<tr>
<th>Physical Demand Level</th>
<th>Occasional</th>
<th>Frequent</th>
<th>Constant</th>
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<tbody>
<tr>
<td>Up to 33% of the time</td>
<td>Up to 10#</td>
<td>Negligible</td>
<td>Negligible</td>
</tr>
<tr>
<td>34%-66% of the time</td>
<td>Up to 20#</td>
<td></td>
<td>Negligible or constant push/pull of items of negligible weight</td>
</tr>
<tr>
<td>67%-100% of the time</td>
<td>20-50#</td>
<td>10-25#</td>
<td>Negligible-10#</td>
</tr>
<tr>
<td>25-50#</td>
<td></td>
<td>10-20#</td>
<td></td>
</tr>
<tr>
<td>Over 50#</td>
<td>Over 100#</td>
<td>Over 20#</td>
<td></td>
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</tbody>
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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.