

VOCATIONAL REHABILITATION EVALUATION CENTER
REGISTERED NURSE
(VREC REGISTERED NURSE)

6220

GENERAL DESCRIPTION OF CLASS

The VOCATIONAL REHABILITATION EVALUATION CENTER REGISTERED NURSE (VREC REGISTERED NURSE) provides medical screening for clients referred for agency service. Employees in this class provide an assessment of the medical status of clients, assemble medical records and summaries, and serve as consultant in medical matters. The position is part of an evaluation team providing comprehensive assessments.

DISTINGUISHING FEATURES

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

DUTIES AND RESPONSIBILITIES

- 1.**Medical Assessment.** Typical tasks: interviews VREC clients concerning their health status and compiles a complete medical history on each client; performs physical assessment for each referred client; administers necessary laboratory and audiological procedures; as needed, arranges for specialty medical examinations with local physicians, and sends appropriate referral information and authorization for payment.
- 2.**Reports.** Typical tasks: obtains/assembles accurate medical records on each client and prepares medical summaries for inclusion in the VREC report to the referring counselor; secures in-file medical data, as necessary, for each client; discusses and reviews findings with the VREC Medical Consultant (contracted physicians and psychologists).
- 3.**Consultation.** Typical tasks: serves as a consultant concerning client medical matters; participates in evaluation team staffings of clients; interprets medical findings for other team members; assists other evaluation team members in observing client behavior; reports observations to individuals responsible for the case; assists in training rehabilitation counselors in using and interpreting medical data.
- 4.**Miscellaneous.** Typical tasks: maintains a working knowledge of current community services and resources; develops and maintains cooperative relationships with the medical community; acts as liaison between agency and clients and medical community; improves knowledge and skills by reading professional journals, continued education courses and in-service training; maintains accurate office records relating to medical assessments and provides information for reports on VREC activities and services; maintains an adequate medical supply inventory.

RELATIONSHIPS WITH OTHERS

Employees in this class have regular, in-person contact with mentally and physically impaired clients, physicians, hospitals, other State agencies and internal agency staff to conduct assessments and exchange information.

SUPERVISION RECEIVED

Employees in this class receive general supervision from management to assure agency policy and procedures are followed. Employees receive feedback periodically and during formal reviews.

GENERAL INFORMATION

Positions in this class require the willingness to travel to various locations in the State, including occasional overnight stays. They require the willingness to work with patients who may be hostile or distraught.

KNOWLEDGE, SKILLS, AND ABILITIES (KSA)

Extensive knowledge of nursing principles and practices.
 General knowledge of current treatment for common human diseases and disorders.
 General knowledge of human anatomy and physiology, microbiology, pathology, and nutrition.
 General knowledge of human behavior, growth, and general psychology.
 General knowledge of nursing diagnosis and treatment applicable to VR
 State and Federal laws.
 General knowledge of medical resources in the community.
 General knowledge of disabilities.
 General knowledge of pharmacology and drug interactions and aseptic techniques.
 General knowledge of infection control or techniques to prevent spread of contagious diseases.
 General knowledge of medical ethics.
 General knowledge of counseling and therapeutic intervention techniques.
 General knowledge of vocational rehabilitation process.
 General knowledge of physical demands of a variety of occupations.

Skill in therapeutic treatments and use of examination instruments.
 Skill in patient assessment, including laboratory tests and other diagnostic procedures, analysis of data, and problem identification.
 Skill in teaching health principles and techniques to clients and staff.

Ability to work harmoniously with clients, their families, and other health specialists.
 Ability to exercise judgment in determining when to consult other resources for diagnosis and case management.
 Ability to communicate orally and in writing with a variety of individuals ranging from health care professionals to laypersons.
 Ability to consult with physicians and to use nursing judgment, knowledge, and diagnosis.
 Ability to observe and record indicative signs and symptoms and make a nursing diagnosis of client condition(s).
 Ability to deal with the subject of disability in a sensitive and respectful fashion.
 Ability to work independently with little supervision.
 Ability to coordinate health-related conferences or workshops.
 Ability to work with hostile and emotionally disturbed clients.
 Ability to quickly solve problems and make decisions.

SPECIAL QUALIFICATIONS

All employees in this classification must possess one of the following at the time of appointment:

A valid Oregon Registered Professional Nurse License, or
 A limited License issued by the Oregon Board of Nursing, or
 A Memorandum of Approved Application by the Oregon Board of Nursing.

An Oregon Registered Professional Nurse License must be obtained within six months of the date of appointment.

NOTE: The KNOWLEDGE and SKILLS are required for initial consideration. ABILITIES may be required for initial consideration, at any time during the selection process, or during a trial service period as a final stage of the selection process. Some duties performed by positions in this class may require different KSA's. No attempt is made to describe every KSA required for **all** positions in this class. Additional KSA requirements will be explained on the recruiting announcement.

Adopted 4/90

Revised

Examples of work are typical of duties assigned to this class. No attempt is made to describe every duty performed by all positions in this class.