

Registered Nurse Senior (Occupational Health)

Position Information

Position Information

Posting Title	Registered Nurse Senior (Occupational Health)
Job Requisition Number	AFD300450
Position Number	113020
Job Type	Full-Time
Division Name	Fire Medical Operations Civ
Minimum Qualifications	<p>Education and/or Equivalent Experience:</p> <ul style="list-style-type: none"> Graduation from an accredited school of nursing plus two years of experience in clinic, hospital and/or public health nursing. <p>Licenses or Certifications:</p> <ul style="list-style-type: none"> License to practice nursing in the State of Texas. Must have current healthcare provider Cardiopulmonary Resuscitation (CPR) course completion card and will be required to maintain a current certification during employment.

Notes to Applicants

This position will be responsible for the following:

The AFD Worker's Compensation Nurse Senior works with Worker's Compensation HR staff to process claims of AFD employees injured on the job.

The Nurse Senior also acts as a liaison to and advocate for the injured employee.

They communicate with the employee's chain of command, medical provider, the City of Austin's Third Party Administrator, AFD's Wellness Center, Payroll, and Human Resources.

In addition to medical knowledge, the Nurse Senior should exhibit excellent skills in the area of customer service, in both oral and written communications, and record keeping.

Employment Application:

Please make sure your application is complete. This includes: previous job title, work experience, job begin and end dates. Incomplete applications will not be considered.

Travel:

If you are selected for this position, and meet the Driver Safety Standards in the City of Austin [Driver Safety Program](#), you may drive when necessary to multiple locations as part of your regular job duties. Otherwise, you are responsible for getting to and from these locations.

Credentials & Education:

If you are selected as a Top Candidate for this position, verification of your credentials and education will take place. This includes Education and required Licenses, and Certifications.

Additional Information:

- The Austin Fire Department may close this job posting at anytime after 7 days.**
- Working with the City of Austin provides a number of health and wellness benefits such as low-cost medical, dental, vision, paid leave time, a highly competitive retirement plan, training opportunities and more. **Please click [HERE for more information](#).**

Pay Range \$31.65 – \$39.56

Hours Monday-Friday; 8:00 am- 5:00 pm.

Job Close Date 04/25/2023

Type of Posting	External
Department	Fire
Regular/Temporary	Regular
Grant Funded or Pooled Position	Not Applicable
Category	Professional

Location 517 S. Pleasant Valley Rd, Austin, TX 78741

Preferred Qualifications**Preferred Experience:**

- Worker's Compensation Experience
- Experience treating or managing orthopedic injuries
- Occupational medicine experience
- Case management certification
- Ability to travel to more than one work location

Duties, Functions and Responsibilities**Essential duties and functions, pursuant to the Americans with Disabilities Act, may include the following. Other related duties may be assigned.**

1. Interview patients and review records to ascertain medical history, current physical condition, symptoms of illness, etc
2. Obtain routine information such as height, weight, temperature, pulse, and blood pressure and provide basic physical assessment.
3. Assess physical condition of patient using observation, inspection, auscultation, palpation, and percussion.
4. Assess the physical, social, and emotional needs of patients and families in clinics or in their homes.
5. Develop a health care plan in cooperation with the patient/family, significant others, and members of the health care team.
6. Formulate, direct and/or execute plan of care and any needed interventions.
7. Provide nursing care, which may include immunizations, phlebotomy, collecting urine, hemotocrit tests, routine tests, specialized tests, vital signs, pregnancy tests, dipstick urinalysis, and prepare other specimens.
8. Counsel client and family concerning health assessment and care.
9. Teach and counsel patients, families, and groups on the prevention of disease, disability, hygiene, and health maintenance.
10. Refer patients and families to other services or for follow-up treatment based on assessment of health care needs.
11. Maintain complete and accurate records, logs, and statistics of patient status and care provided.
12. Monitor work to ensure quality assurance or other standards are met.
13. Prioritize the workload and referrals made to other co-workers/services.
14. Work in collaboration with management to develop and implement protocols, policies, and procedures
15. May identify patients/groups with potential high risk of physical and emotional illness through analysis of statistical records.
16. May conduct investigations and provide instructions in preventive measure of communicable diseases, immunization programs and casework.
17. May coordinate daily clerical activities including setting patient appointments and scheduling providers.
18. May maintain patient follow-up procedures, including broken appointment and abnormal lab follow-up procedures, immunization tickler/tracking system, abnormal laboratory results, and maintains patient tickler file.
19. May assist in developing and implementing a nursing quality improvement component to monitor the deliver of nursing triage services
20. May perform triage activities by telephone or in person by making referrals and providing appropriate medical advice and assistance as required

Responsibilities – Supervision and/or Leadership Exercised:

- May provide leadership, guidance, and technical support to others.

Knowledge, Skills and Abilities

Must possess required knowledge, skills, abilities, and experience and be able to explain and demonstrate, with or without reasonable accommodations, that the essential functions of the job can be performed.

- Knowledge of the principles and practices of public health nursing.
- Knowledge of information and techniques needed to diagnose and treat injuries and diseases.
- Knowledge of related cultural, social, environmental and economic forces in family and group relationships.
- Knowledge of medicines and their application for treatments.
- Knowledge of holistic health care treatments.
- Knowledge of instruments and equipment used in providing routine and specialized patient care.
- Knowledge of current community resources available.
- Skill in providing nursing care, customer service, and personal services
- Skill in setting priorities and making judgments concerning health care.
- Skill in teaching and interviewing techniques.
- Skill in effectively instructing and directing the work of others.
- Skill in recording and reporting accurate information.
- Skill in establishing and maintaining effective working relationships with patients, families, community groups and organizations, physicians, City employees, and the general public.
- Ability to communicate information and ideas.
- Ability to read and understand information and ideas presented.
- Ability to perceive pertinent details.
- Ability to record and report accurate information
- Ability to interpret symptoms and assess the patient's status

Criminal Background Investigation

This position has been approved for a Criminal Background Investigation.

EEO/ADA

City of Austin is committed to compliance with the Americans with Disabilities Act. If you require reasonable accommodation during the application process or have a question regarding an essential job function, please call (512) 974-3210 or Texas Relay by dialing 7-1-1.

Supplemental Questions

Required fields are indicated with an asterisk (*).

1. * The minimum qualifications for the Registered Nurse Senior position are: Graduation from an accredited school of nursing plus two years of experience in clinic, hospital and/or public health nursing. License to practice nursing in the State of Texas. Must have current healthcare provider Cardiopulmonary Resuscitation (CPR) course completion card and will be required to maintain a current certification during employment. Do you meet these minimum qualifications?
 - Yes
 - No
2. * If identified as a top candidate, do you agree to a criminal background check (CBI)?
 - Yes
 - No
3. * Do you have the ability to travel to more than one work location?
 - Yes
 - No
4. * Please briefly describe your work experience in worker's compensation.
(Open Ended Question)
5. * Please describe your experience treating orthopedic injuries.
(Open Ended Question)
6. * Please describe your experience with occupational medicine.
(Open Ended Question)
7. * Please list any certifications you hold in case management.
(Open Ended Question)

Optional & Required Documents

Required Documents

1. Cover Letter
2. Resume

Optional Documents