# Job Description:  Clinic Nurse

**Position Title:** Clinic Nurse (LPN or RN)
**Reports To:** Clinical Nurse Supervisor & Practice Manager
**Employment Status:** Casual

## Mission Alignment

As a valued team member at Nebraska Home Pediatrics & Parents, our clinic nurses are at the heart of our mission to deliver compassionate, family-centered care. This role supports our core values of empathy, respect, and excellence by ensuring each patient receives attentive, timely, and personalized medical support.

## Primary Responsibilities

**65% – Direct Patient Care**

- Prepare patients for exams including vitals, history, medication reconciliation, and screenings.
- Administer vaccines, injections, and medications as ordered.
- Assist providers with procedures and exams.

**20% – Clinical Documentation & Communication**

- Document all clinical information accurately in the AthenaOne EMR.
- Communicate test results, provider instructions, and follow-up plans.
- Coordinate patient care and referrals.

**10% – Supply Management & Infection Control**

- Maintain clean and stocked exam rooms.
  Follow infection prevention protocols and assist with clinic sterilization.

**5% – Other Duties as Assigned**

- Participate in quality improvement initiatives, training, and team meetings.
- Participate in monthly staff meetings:
    - **Full/Part Time:** 75% yearly attendance required
    - **Casual:** Read and apply information from monthly staff meeting minutes

*This job description is not intended to be an exhaustive list of all duties. Employees may perform other related duties as assigned to meet the ongoing needs of the organization.*

## Qualifications

- Licensed as RN or LPN in the state of practice
- BLS (Basic Life Support) certification required
- Minimum of one year of nursing experience required.
- One year of pediatrics nursing experience required
- Strong interpersonal and organizational skills
- Applies sound clinical judgment and critical thinking in patient assessment, care planning, and implementation

## Physical Requirements

- Ability to stand, walk, bend, and reach for extended periods throughout the workday
- Ability to lift and/or move up to 50 pounds (e.g., assisting patients, moving equipment or supplies)
- Manual dexterity for performing clinical procedures, administering medications, and using medical instruments
- Visual and auditory acuity necessary for patient assessment, equipment use, and emergency response

- Ability to respond quickly and safely to patient care needs in a dynamic clinical environment
- Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions