



**THE DR. EUNICE NELSON-BAUMANN HOME**

2 Sarah Springs Drive  
Indian Island, Maine 04468  
Tel: (207) 827-0968 Fax: (207) 827-4016

**JOB ANNOUNCEMENT:**

**Registered Nurse**

**OPENING DATE:** April 16, 2020

**CLOSING DATE:** Until Suitable Candidate is found

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**JOB STATUS:**

**Position:** Registered Nurse  
**Pay Range:** \$27.14-\$38.78 per hr.  
**1-2 days/quarter and PRN**

**LOCATION:**

**Dr. Eunice Nelson-Baumann Home**  
**2 Sarah Springs Drive**  
**Indian Island, ME 04468**

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**BRIEF DESCRIPTION OF DUTIES:** This position is responsible for oversight of the assisted living program at NOLI home. The RN providers support to the caregiving team through observation, review and interpretation of resident care plans, review of resident medication, and provides training on specific topics and in additional areas as determined to be needed.

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**QUALIFICATIONS REQUIRED:** (See attached Job Description)

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**HOW TO APPLY:**

- Applications available at the Dr. Eunice Nelson-Baumann Home, 2 Sarah Springs Drive, Indian Island, ME 04468
- Submit completed applications and resume along with certifications to: Dr. Eunice Nelson-Baumann Home, 2 Sarah Springs Drive, Indian Island, ME 04468
- For further information, **call (207) 817-7440 or email: *Candy.Henderly@ihs.gov***

## **DR. EUNICE NELSON BAUMANN HOME JOB DESCRIPTION**

### **I. IDENTIFICATION:**

**Job Title:** Registered Nurse

**Location:** Eunice Nelson  
Baumann Home  
Indian Island, ME

**Responsible to:** Noli'-trpinawzk Board

**Supervises:** Clinical oversight of Residential Assistants, other support staff and volunteers

**Pay Range:** \$27.14 - \$38.78/hr.

### **II. JOB SUMMARY:**

This position is responsible for oversight of the assisted living program at NOLI home. The RN providers support to the caregiving team through observation, review and interpretation of resident care plans, review of resident medication, and provides training on specific topics and in additional areas as determined to be needed.

### **III. ESSENTIAL JOB FUNCTIONS:**

1. Regularly consult with the Administrator and RCM on quality assurance indicators to ensure facility and program meet resident care needs.
2. Facilitate implementation of changes to resident care plan with Program Manager
3. Provide annual in-service training and documentation on specific topics;
  - i. Diabetes – Including dietary requirements, anti-diabetic oral medications, adverse reactions and interventions, hyper and hypo glycemic reactions, insulin action, mixing and storage, injection site technique and rotation, recognition of and treatment and prevention of insulin reaction, foot care, lab testing, urine testing and blood glucose monitoring; and standard precautions.
  - ii. Breathing apparatus – Including; hand held bronchodilator, metered dose nebulizers, intermittent positive pressure breathing machine or oxygen machine; and recognition, prevention and intervention to adverse reactions
  - iii. Wound care – Including; function of skin and factors that impact wound care and healing; wound characteristics; etiologies of wounds; assessing dimension; dressing and care.

4. Provide in-service training and documentation on additional topics or equipment when needed; makes recommendation to Administrator quarterly
5. Observe general condition; observe for signs or symptoms of change in condition.
6. Review resident records for accuracy and completeness.
7. Review EMARS at the end of each month & sign off on them.
8. Alert RCM/RCC of any medication or treatment changes needed.
9. Sign off on error reports as needed.
10. Review resident medication orders and records.
11. Sign-off on resident care plans every 6 months.
12. Provide quarterly documentation on residents in report or checklist form.
13. Promote autonomy among residents.
14. Review CRMA practices and procedures quarterly.
15. Consult and review resident therapeutic diets.
16. Provides supervision and support to resident caregiving team.
17. Observe medication pass for new skilled CRMA's to ensure competent in state regulated medication passes.
18. Observe final medication passes for new CRMA's and submit necessary state regulated paperwork to appropriate person.
19. Maintain complete confidentiality.
20. Complete all documentation as required by State regulations.
21. Comply with all facility policies and procedures.
22. Attends regional, statewide or other training programs.
23. Other duties as assigned by the Board.

#### **IV. SPECIFICATIONS / QUALIFICATION:**

##### **A. EDUCATION / TRAINING**

1. Holds active and unencumbered RN license in Maine
2. Two-years' experience working directly with older persons in long term care community or residential programs preferred

##### **B. SPECIAL SKILLS:**

1. Excellent interpersonal, verbal and written communication skills.
2. Clearly and accurately conveys complex information to older persons orally and in writing.
3. Self-directed and well organized.
4. Ability to prioritize multiple demands and respond appropriately.
5. Proficient in the use of word processing, database management, spreadsheet and communications software programs including Microsoft Word for Windows and Excel
6. Makes a positive impression on residents, families and the community.

**C. PHYSICAL REQUIREMENTS:**

1. May be required to lift up to 40 lbs. Requires basic office work, including sitting, walking, climbing stairs, kneeling, bending and operating office equipment that is hand operated.
2. Driving required – must have valid driver's license for three or more years with no more than one moving violation; proof of automobile liability insurance when driving personal vehicle.

**D. OTHER:**

1. This is a 10 hours per quarter and PRN position located at the Dr. Eunice Nelson-Bauman Home, Indian Island, ME.
2. A criminal background check and drug screen will be conducted
3. Work schedule is flexible and is based on the needs of the residents.
4. Registered Nurse will be available by pager/cell phone to guide staff, if needed, in emergencies.

\* External and internal candidates, as well as job / position incumbents who become disabled, must be able to perform the essential job functions either unaided or with reasonable accommodations which will be determined by management on a case-by-case basis.