



Brown County

25 Market Street
Aberdeen, SD 57401
www.brown.sd.us

Registered Nurse (PRN) Part-Time

Sheriff's Department

Wage: Paid per job

Opening date: 03/08/2024

Closing date: Open until filled

JOB SUMMARY

This position is responsible for providing health services to inmates in the county jail.

MAJOR DUTIES

- Examines inmates in response to inmate medical requests forms or staff recommendations.
- Assesses and records vital signs, to include temperature, blood pressure, respirations, pulse rate, oxygen saturation and body weight.
- Administers prescribed treatment and medication as needed and medically required within licensing authorization.
- Addresses medical/medication grievances from inmates and juveniles.
- Reviews inmate prescriptions and completes required forms for the administration of medication; maintains related logs.
- Completes vital signs flowsheets, diabetic patient flowsheets, and other documentation.
- Coordinates inmate medical care with medical providers; makes appointments and completed required forms.
- Perform ordered blood and alcohol draws.
- Recognizes signs and symptoms of potentially emergency situations; utilizes knowledge to assist with emergencies.
- Completes and maintains daily logs.
- Performs ongoing review of medical documents to ensure accuracy and completeness.
- Coordinates mental health evaluations for inmates; coordinates admissions to inpatient mental health care facilities.

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- Educates inmates concerning diet, hygiene, and disease prevention.
- Maintains inventory of medical supplies and equipment.
- Maintains logs, files, and records.
- Participates in staff meetings and in-service training; maintains RN license and other certifications as required.
- Performs related duties.

KNOWLEDGE REQUIRED BY THE POSITION

- Knowledge of current medical technology, procedures, and standards of care.
- Knowledge of patient assessment principles.
- Knowledge of inmate care principles.
- Knowledge of computers and job-related software programs.
- Skill in the provision of nursing care to inmates.
- Skill in problem solving.
- Skill in prioritizing and planning.
- Skill in interpersonal relations.
- Skill in operating computers and job-related software programs.
- Skill in oral and written communication.

SUPERVISORY CONTROLS

The Jail Administrator assigns work in terms of general instructions. The supervisor spot-checks completed work for compliance with procedures, accuracy, and the nature and propriety of the final results.

GUIDELINES

Guidelines include medical protocols, South Dakota Board of Nursing guidelines, HIPPA guidelines, physicians' orders, and department and county policies and procedures. These guidelines are generally clear and specific but may require some interpretation in application.

COMPLEXITY/SCOPE OF WORK

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- The work consists of related nursing duties. The need to balance standards of care with incarceration requirements contributes to the complexity of the position.
- The purpose of this position is to provide health services for inmates in the county jail. Successful performance helps ensure the efficient and effective delivery of health services to inmates.

CONTACTS

- Contacts are typically with coworkers, other department personnel, physicians, pharmacists, mental health providers, inmates, and members of the general public.
- Contacts are typically to exchange information, resolve problems, motivate persons, and provide services.

PHYSICAL DEMANDS/ WORK ENVIRONMENT

- The work is typically performed while sitting at a desk or table or while intermittently sitting, standing, walking, bending, crouching, or stooping. The employee frequently lifts light and occasionally heavy objects, uses tools or equipment requiring a high degree of dexterity, distinguishes between shades of color, and utilizes the sense of smell.
- The work is typically performed in a jail. The employee is exposed to contagious or infectious diseases, and irritating chemicals. Work requires the use of protective devices such as masks, goggles, gloves, etc.

SUPERVISORY AND MANAGEMENT RESPONSIBILITY

None.

MINIMUM QUALIFICATIONS

- Knowledge and level of competency commonly associated with completion of specialized training in the field of work, addition to basic skills typically associated with a high school education.
- Sufficient experience to understand the basic principles relevant to the major duties of the position, usually interpreted to require two or more years of related experience.
- Possession of or ability to readily obtain a South Dakota state certification as a Registered Nurse.

APPLY BY

Submit Brown County application to:

Brown County
Human Resources
25 Market St.
Aberdeen, SD 57401

Fax: 605.725.2355

Email: Humanresources@browncounty.sd.gov

Allison.Tunheim@browncounty.sd.gov

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