



## **Choctaw HealthCenter**

Nursing  
210 Hospital Circle  
Choctaw, MS 39350-6781  
PH: 601.389.4250  
Fax: 601.389.4201

### **JOB ANNOUNCEMENT #084140**

**POSITION:** Clinical Registered Nurse  
Emergency – (6) positions

**SALARY:** Grade 12

**SUPERVISOR:** Director of Nursing Service

**JOB LOCATION:** Choctaw Health Center

**TYPE OF EMPLOYMENT:** Regular FullTime/Non-Exempt

**OPENING DATE:** NOVEMBER 05, 2021 NOV 05 2021

**CLOSING DATE:** NOVEMBER 19, 2021 OR UNTIL FILLED

#### **SCOPE OF SERVICE AND EFFECT:**

The Choctaw Health Center is centrally located in Choctaw, Mississippi off of State Highway 16W on the Mississippi Band of Choctaw Indian Reservation. The Tribe consists of 8 communities: Bogue Chitto, Bogue Homa, Conehatta, Crystal Ridge, Pearl River, Red Water, Standing Pine and Tucker. It serves approximately 10,000 (+) members of the tribe's population across a 10 county area in Central Mississippi. The facility is a 180,000 square foot comprehensive health care center with 3 satellite clinics located in the Choctaw communities of Bogue Chitto, Conehatta, and Red Water.

The position of Clinical Registered Nurse is stationed within the Choctaw Health Center at Choctaw, Mississippi. The purpose of the position is to work in collaboration with various departments, and/or agencies, in order to meet the health care needs of clients with a wide variety of health conditions.

## CLINICAL REGISTERED NURSE

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The hospital consists of a 20 bed Inpatient Unit, Primary Care Clinic, and an Emergency Department. Services are provided to the general medical, pediatrics, adolescents, adult, and geriatric clients of the Choctaw Health Center

### DUTIES AND RESPONSIBILITIES:

1. Is responsible for the overall nursing care of clients he/she may be assigned to. She works in conjunction with other ancillary health care providers to meet the health care needs of the client.
2. Observes the client's clinical condition, performs an assessment, identifies problems, and initiates a plan of care. He/She interviews the client and clients' family member, reviews health records and evaluates the clients' health and/or social needs. (In the event of a life-threatening situation, He/She notifies the physician, and takes preplanned measures.)
3. Guides and counsels clients/or families in regard to continuity of care and implements the directions given by the primary provider in relation to health maintenance, home care and disease prevention.
4. Administers therapeutic measures as prescribed by the physician, such as, IV therapy; heat and cold application; medication administration; eye, ear, and wound irrigations; NG and foley insertion; suctioning; and other measures within the scope of the RN.
5. Must be able to understand a wide variety of health disparities, to be able to treat and educate the client/family, of such. He or she will participate in the education of health promotion/ disease prevention, and document the clients' level of understanding.
6. Must have access to use Electronic Health Record to achieve their duties and maintain the confidentiality of patient information at all times.
7. Personnel must adhere to a Violence Free, Drug/Alcohol free Workplace, as per NP 3-4.2KKK and Tribal Administration Policy CHO.136-89.
8. Maintains appropriate patient care records, provides proper documentation, and preserves patient confidentiality.
9. Must be able to operate and maintain specialized equipment, such as a cardiac monitor, fetal monitor, respiratory therapy units, suction and drainage units, incubators and other apparatus necessary in the care of the client.
10. Must participate in the nursing program's on-call rotation and may be called for duty to help provide adequate nursing coverage for the department as deemed necessary by supervisor.
11. The RN will make an effort to attend mandatory meetings and/or in-services. Participation and presentation of continuing education is encouraged.
12. The RN shares in the responsibility of maintaining adequate supplies, and the general upkeep of the unit they are assigned.

## CLINICAL REGISTERED NURSE

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13. The RN assists in maintaining a safe environment for the client.
14. The RN performs all other duties assigned by Supervisor.

### GUIDANCE AND SUPERVISION:

The Clinical Nurse, RN, functions under the direction, guidance, and administrative management of the Director of Nursing Services. Clinical supervision will be under the Nurse Supervisor and/or charge nurse designee.

### WORK ENVIRONMENT AND PHYSICAL DEMANDS:

There is common exposure to contagious diseases. The work may include a certain amount of exposure to hostile and emotionally disturbed patients, families, and/or visitors. There is a considerable amount of walking/moving, bending and lifting, often in excess of fifty pounds. The ability to cope with a stress-laden environment is essential.

### QUALIFICATIONS:

1. Current registration as a professional nurse in the State of Mississippi.
2. Basic programs in nursing school must have been completed and approved by a legally designated state accrediting body, at the time of completion.
3. Minimum of an Associate Degree with at least 1-2 years hospital experience preferred.
4. Must be willing to work evening and/or night shifts, the weekends and holidays.
5. Must have current BLS, ACLS and PALS certification. TNCC certificate preferred for ER.
6. If participating in job-related continuing education/certification, he/she is required to provide service to the facility, for a minimum for one year, after last CEU/certification attendance.
7. Skilled in interpersonal relationships and the ability to effectively communicate with the general public and occasionally handle the hostile and disgruntled client.
8. Must have a current working telephone number at all times
9. Must have reliable transportation and possess a valid Mississippi driver's license and automobile liability insurance. **( MUST ATTACH COPY/ PROOF TO APPLICATION )**
10. Successfully complete criminal background investigation and pass a pre-employment drug test.

In accordance with the Choctaw Health Center Employee Health Program, a pre-employment physical examination is required.

**\*\*\*CHOCTAW HEALTH CENTER PROPERTIES ARE TOBACCO FREE\*\*\***

**NOTE: The Administrative Personnel Policy & Procedures of the Mississippi Band of Choctaw Indians, Native American Preference, Section II (A), have been revised and approved, as follows:**

Further bolstering this Native American preference to promote employment of MBCI members, it is the policy of MBCI to employ persons(s) who are not members of MBCI only when no qualified member of MBCI, who has applied for the position, can be trained or upgraded to fill a given job vacancy within a reasonable period of time at a reasonable cost, and then only when a Waiver of Native American Preference has been secured from the Committee on Human Resources, Training and Development on a case-by-case basis.

The authority to waive Native American Preference laws can be exercised by the Committee on Human Resources, Training and Development. The Committee will exercise its discretion to do so only when a motion is made by a committee member to support such waiver and the Committee determines by reviewing the facts and appropriate written documentation that a waiver is justified. A waiver to allow the employment of a person who is not a member of MBCI, or to employ a person who is Native American outside the order of preference set forth in this Policy, can be made by the Committee only for as long as the person who is granted the waiver remains in the position for which the waiver was granted. That waiver does not apply to other openings which the person who is granted the waiver may request a promotion or transfer for, or apply for. The Committee only has the right to approve or disapprove a waiver that has been requested by Executive Branch supervisors, and has no right to direct, demand, or coerce any executive Branch supervisor or personnel that any specific applicant other than the one for which waiver is sought, be employed.

**This position requires licensure and /or certification and qualifies under section V (D) of the Administrative Policy and Procedures whereby a job announcement is not necessary nor does a waiver of the Native American Preference need to be secured for hiring of a non-Indian.**

**IF INTERESTED, SEND APPLICATION TO:**

**Mississippi Band of Choctaw Indians  
Human Resources  
P. O. Box 6033, Choctaw Branch  
Choctaw, MS 39350**