

## JOB DESCRIPTION



<b>Entity</b>	ROGUE VALLEY MEDICAL CENTER
<b>Department</b>	RVMC PCS - Surgery
<b>Job Code</b>	845
<b>Job Title</b>	INFORMATICS RN
<b>Description Date</b>	01/09/2004

### Mission

Asante exists to provide quality healthcare services in a compassionate manner, valued by the communities we serve.

### Vision

By 2006, Asante will be recognized for medical excellence, for outstanding customer service and as a great place to work.

### Guiding Values

Excellence	....in everything we do
Respect	....for all
Honesty	....in all our relationships
Service	....to the community, physicians and each other
Teamwork	....always

### POSITION SUMMARY

The Perioperative Informatics RN provides project leadership, direction and technical expertise in the planning, development, implementation and evaluation of clinical information systems in Perioperative Services.

This document describes the minimum job qualifications that are required for an individual to be granted, or to maintain the position described. The employer reserves the rights to amend, modify, or add to either the minimum job qualifications, or essential job functions, at any time. The content of this document is not intended to be an exhaustive list of all responsibilities, duties and skills required of personnel so classified. If you have any questions regarding this information, please contact your supervisor.



## JOB QUALIFICATIONS:

	Minimum Qualifications	Preferred Qualifications
<b>Experience</b>	3 years clinical nursing experience 2 years work experience with information systems including project mgmt, system life-cycle mgmt or technical implementation; or related education. Additional Unit Specific Requirements: OR nursing experience (Surgery)	Participation in successful implementation of major change in workflow. Operating room nursing experience. Surgical System Super User.
<b>Education</b>	Baccalaureate degree in nursing, computer science or related experience in ORMS.	Masters degree in Nursing Informatics or Computer Science
<b>Certification/Registration/Licensure/Age-Specific Competency</b>	Registered Nurse (RN) licensed by Oregon State Board of Nursing, Oregon Drivers License - licensed by State of Oregon	Certified Professional in Healthcare Quality (CPHQ) by Healthcare Quality Certification Board, CNOR - Certified Nurse Operating Room , ANCC Board Certification as an Informatics RN
<b>Analytical Skills/ Customer Relations Skills/Teamwork/ Professionalism</b>	Ability to prioritize activities relative to time frames and to work on multiple tasks simultaneously. Ability to use initiative and judgment in carrying out responsibilities. Organization skills required that promote the ability to work well without direct supervision. Experience with identification of systems problems. Demonstrate ability to analyze and solve complex systems problems, and ability to prioritize, manage and implement complex projects. Ability to work with a variety of groups and multidisciplinary teams, including manager, nursing staff and technical personnel. Ability to present data and information to multiple levels of the organization. Strong communication skills. Flexibility in job schedule to provide user support and advance project goals.	

## Working Condition Requirements.

More information available in Job Demands Worksheet #

<b>Physical:</b>	Continuously stand/walk or lift/handle/carry material or equipment of moderate weight (20 to 50 lbs). Examples: Nurses, LPNs, and physical therapists.
<b>Environmental:</b>	Located in an indoor area with frequent exposure to mild physical discomfort from dust, fumes, temperature, and noise. Examples: patient care providers and laboratory technicians.
<b>Hazards:</b>	OSHA Category 2: Tasks that involve no exposure to blood, body fluids, tissues, and other potentially infectious materials; but employment may require performing unplanned Category 1 tasks.
<b>Other Working Conditions</b>	

## HIPAA: Patient Health Information Minimum Access Requirements

<u>Treatment</u> Includes provision of clinical care, service evaluation, treatment, medical decision making, and diagnosis	<u>Payment</u> Includes revenue cycle management, financial information, demographic extended, payer, detail of bill and diagnosis	<u>Operations</u> Includes non-clinical oversight, i.e. internal review, performance improvement, auditing, credentialing, regulatory oversight, research, systems oversight, legal, internal review, administrative functions
View or read only minimum for work assignment	View or read only minimum for work assignment	View or read only minimum for work assignment
Any Other Comments:		

## JOB DESCRIPTION



<b>Entity:</b>	ROGUE VALLEY MEDICAL CENTER
<b>Department:</b>	RVMC PCS - Surgery
<b>Job Code:</b>	845
<b>Job Title:</b>	INFORMATICS RN

Accountabilities and Performance Standards	
1	<b>Surgical Services IS Project Leader</b>
1.1	Develops clinical plan and monitors progress in meeting objectives.
1.2	Utilizes effective time management in project completion.
1.3	Delivers oral presentations of project goals and directions to respective audience as needed.
1.4	Develops positive working relationships with all departments/managers/staff/physicians and clinicians involved in project.
1.5	Coordinates the SS-IS configuration process utilizing input from appropriate users.
1.6	Coordinates the process of setting documentation standard for Surgical Services.
1.7	Serves as the primary liaison for all clinical departments relating to the SS-IS.
1.8	Communicates user needs to vendor and demonstrates effective follow-up as it applies to the efficient operation of the department/service line.
2	<b>Surgical Services Clinical IS Consultant</b>
2.1	Leads efforts to migrate from manual to automated scheduling and charting within Surgical Services.
2.2	Utilizes current knowledge of clinical nursing practice to develop a practice-based model for the SS-IS.
2.3	Coordinates the process of setting documentation standards for Surgical Services.
2.4	Serves as the primary liaison for all clinical departments relating to the SS-IE.
2.5	Works closely with managers, directors, and clinicians in all clinical areas to represent their needs in the configuration and implementation of the SS-IS.
3	<b>Surgical Services IS Educator</b>
3.1	Develops appropriate teaching tools to meet the diverse learning needs of all prospective users.
3.2	Coordinates the training of staff, managers and physicians.
3.3	Conducts educational activities to meet stated objectives.
4	<b>Additional Duties and Personal Growth</b>
4.1	Participates on committees as required to address clinical data issues and support clinical systems.
4.2	Keeps abreast of current developments and trends in the field by:
4.2.1	Attending at least one (1) conference aimed at informatics every two years.
4.2.2	Keeps abreast with industry publications and leading websites.
5	
6	
7	
8	
9	

