

Position: Staff RN/Sonographer

Objective: As a trained medical professional at the Pregnancy Resource Clinic (PRC), the Staff RN/Sonographer's role is to work collaboratively with the medical team and patient services department to offer a team approach of care. The Staff RN will perform the pregnancy test and STI/STD tests, including treatment if indicated. The Staff RN who has been deemed competent by the Medical Director in limited obstetric ultrasound, provides limited obstetric ultrasound services as a trained RN sonographer to PRC patients in compliance with the PRC medical policies and procedures under the leadership of the Nurse Manager. The Staff RN/Sonographer adheres to AIUM, AWHONN, and ACOG guidelines and the Medical Director's standing orders when performing limited obstetric ultrasounds to patients at the PRC. In addition, the Staff RN/Sonographer will collaborate with the Nurse Manager on administrative duties and assist with leadership of the medical volunteer team.

Reports To: Nurse Manager

Qualifications:

- A commitment to Jesus Christ as Lord and Savior.
- Full agreement with the PRC mission and vision, statement of faith and principles, and policies.
- Maintains an active license as a Registered Nurse in Washington State.
- Maintains an active CPR certification.
- Obtains and maintains proficiency in performing limited obstetric ultrasounds.
- Completes the Medical Director's requirements for independent scanning at the PRC.
- Completes the requirements for providing and documenting evidence-based nursing care to patients at the PRC.
- Able to communicate effectively with patients and other PRC personnel.
- Available for patient care appointments on a regular and dependable basis.
- Committed to providing respectful, non-judgmental services to all patients.
- Committed to patient confidentiality.
- Exhibits a strong interpersonal and administrative skill set.
- Fosters commitment to a common vision and promotes teamwork.
- Basic computer skills.

Responsibilities:

- Maintains current knowledge of PRC medical policies and procedures, as well as, evidence-based nursing methods, principles, and practices related to women's reproductive health and maternal/fetal health.
- Completes the PRC pregnancy test and STI/STD tests and treatment training annually.
- Participation in the PRC volunteer training program.
- Assures compliance with infection control guidelines.
- Practices safe injection technique.
- Completes mandated reporting per Washington State laws and regulations.
- Completes assigned tasks in an efficient and timely manner.
- Consults with the Nurse Manager, Patient Services Director, and volunteers about patient situations according to HIPAA guidelines.
- Participates in scheduled volunteer in-service meetings.
- Provides health education for patient questions or concerns, and refers patients to appropriate medical services as needed.
- Maintains current knowledge of best practices in limited OB ultrasound within the PRC setting.
- Provides appropriate patient education regarding procedures, purpose, limitations, etc.
- Performs limited OB ultrasounds per the Medical Director's standing orders.

- Assesses preliminary ultrasound results and understands the implications for patient care based on the exam findings.
- Assists with exams.
- Assists patients in forming a discharge plan and offers educational handouts/referrals to appropriate agencies.
- Follows the PRC policies and standing orders for any clinical findings indicating concern for the viability of the pregnancy or health of the mother, including ectopic and miscarriage handouts and notification to Nurse Manager and/or Medical Director.
- Documents in the patient's medical record according to the PRC policies and procedures and charting guidelines.
- Completes, reviews, and signs all applicable documentation for each patient.
- Follows the PRC policy for transmitting the U/S report and images to the Medical Director for review.
- Provides patient follow-up to learn if they have successfully accessed ongoing care or need further resources.

Patient Services

- Meets briefly with the Patient Advocate prior to pregnancy test appointments to review the patient's intake information and discuss a plan for responding to the patient's stated concerns.
- Follows the appropriate linear service model according to the patient's intentions and uses the approved nurse dialogue to explain test results.
- Is familiar with the PRC approved resources, brochures, and referrals that Patient Advocates may recommend to patients.
- Uses the pregnancy wheel for initial EGA and EDD on verification of pregnancy statement.
- Distributes prenatal vitamins to qualifying patients per MD signed standing order and policy and procedure.
- Cleans medical equipment and prepares the room for the next patient appointment.
- If trained as a Patient Advocate, and another Patient Advocate is not available, will facilitate entire pregnancy test appointment at discretion and approval of the Nurse Manager.

Other Duties: The Staff RN/Sonographer participates in scheduled meetings and may be assigned other duties or responsibilities as deemed appropriate by the Nurse Manager.

Job Requirements & Work Environment:

- Proficiency in reading, writing, comprehending, and speaking English as required for business.
- While performing the duties of this job, the employee is frequently required to stand; walk; sit; use hands to finger, handle, or feel; reach with hands and arms and talk or hear. The employee is occasionally required to stoop, kneel, crouch, or crawl. The employee must occasionally lift and/or move up to 25 pounds. Specific vision abilities required by this job include close vision, color vision, peripheral vision, depth perception and ability to adjust focus.
- The noise level in the work environment is usually light to moderate. Other conditions are typical of a medical office environment. At times, travel by personal vehicle will be required for outside meetings with vendors, stakeholders, and others.

Work Schedule: Staff RN/Sonographer is a paid staff position. The Staff RN/Sonographer commits to 30-40 hours per week and is usually scheduled on the same days and at the same time each week to ensure coverage for all shifts. Some evenings may be required.

Staff RN/Sonographer Signature: _____ Date: _____

Nurse Manager Signature: _____ Date: _____