

# Position Description: Hospice After Hours Nurse

## Summary

The After Hours Nurse plans and delivers care to patients utilizing the nursing process of assessment, planning, interventions, implementation, and evaluation; and effectively interacts with patients, significant others, and other interdisciplinary team members while maintaining standards of professional nursing and clinical competency.

**Reports to** the Clinical Care Manager, directly, and Head of Nursing, indirectly

## Qualifications

- Graduate of an accredited school of nursing.
- Valid license as a Registered Nurse in the State of New York.
- Home Health and/or hospice experience highly desirable.
- Minimum two years' experience.
- Must have a current New York State driver's license.
- Must have 24-hour access to a motor vehicle and maintain personal auto liability insurance coverage.
- Able to cope with emotional stress and be tolerant of individual lifestyles.
- Sensitive to the needs of terminally ill patients and families and one's own feelings about dying and death.
- Must meet all local health regulations.
- Basic computer skills desirable.
- Must be capable of performing the essential functions of this job, with or without reasonable accommodations.

## Physical Demands

- Intermittent physical activity including walking, standing, sitting, lifting and supporting patients.
- Incumbent may be exposed to virus, disease and infection from patients and specimens in working environment.
- Incumbent will be required to work at patient's homes and be responsible for own transportation.
- Incumbent may experience traumatic situations in the family setting.

## Essential Job Requirements

Operates under the direction of the Clinical Care Manager, directly and the Head of Nursing, indirectly. The After Hours Nurse is available for patient support during the hours the office is closed, generally from 4:00 PM to 8:00 AM weeknights and all weekend.

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Responsible for triaging issues and visiting terminally ill patients and families as needed. The After Hours Nurse endeavors to utilize teaching, assessment, and intervention skills to provide comfort care and maximize the quality of life for the patients and families.

1. Assist patients, family members or other clients with concern and empathy; respect confidentiality and privacy and communicate in a courteous and respectful manner.
2. Provide direct care to patients as prescribed in the Plan of Care in order to maintain the highest level of comfort and quality of life and assuming primary responsibility for case management.
3. Instructs the patient and caregiver: how to administer medication and recognize side-effects; how to perform personal care and oral hygiene; how to assist in lifting, moving, ambulation and exercise; how to prepare for the events preceding death.
4. Document accurate and ongoing assessment of patient status via electronic medical record (EMR) software. Document patient care reflecting nursing interventions, patient response to care, patient needs, problems, capabilities, limitations, and progress toward goals. Documentation includes evidence of appropriate patient/significant other teaching, and the understanding of these instructions is noted in the medical record.
5. Be available, when possible, to meet a patient/family's need for continuous care in time of crisis.
6. Minimize non-productive time and fill slow periods with activities that will enable you to prepare to meet the future needs of the agency.
7. Supervise and maintain ongoing effective communication with other hospice personnel involved with patient care. This may involve formal and informal team meetings.
8. Knowledge of and availability to perform patient intakes and information visits as needed including explanation of the hospice benefit/Medicare, complete physical assessment, completion of all pertinent paperwork, and communication of new patient status to the hospice team.
9. Participate in hospice and community health programs as requested to promote the growth and understanding of the hospice concept.
10. Performs other duties as assigned, consistent with skills and training and the mission and goals of the agency.