



**ST. CHARLES COUNTY GOVERNMENT
HUMAN RESOURCES**

201 North 2nd Street, Room 519; St. Charles, MO 63301

<http://www.sccmo.org>

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Fax 636-949-7322; Phone 636-949-7320

POSITION ANNOUNCEMENT
REGISTERED NURSE*
DEPARTMENT OF CORRECTIONS

* **Will Consider Licensed Practical Nurse.** The current vacancy is for a registered nurse, however the County will consider filling a vacancy with a Licensed Practical Nurse if needed to include a sufficient number of qualified applicants.

Salary Range: Equivalent to \$51,334 - \$62,885 Annually

Salary Range for LPN: Equivalent to \$ 36,054 --- \$44,166 Annually

An advanced starting salary based on qualifications may be considered.

This is a full time, 40-hour per week position working the 7a – 3p shift primarily Monday through Friday. This position also requires working 2 shifts per month on weekends and a minimum of two holidays per year as assigned. May assist in filling in for other shifts based on staffing, such as vacations, etc. The position includes a full range of benefits including paid vacation, paid sick leave, paid holidays, tuition assistance, and employee health, dental, life, disability and retirement programs.

JOB DESCRIPTION: Provides routine and urgent medical care services within the scope of licensed abilities to the inmate population of the St. Charles County Adult Detention Facility. Work autonomously to collaborate with physicians, counselors and peers to develop treatment plans. Utilize physician's established nursing protocols. Responds to medical incidents and provides emergency evaluations and treatment. Evaluate and triage routine requests for medical treatment. Gathers detailed information. Performs physical and mental assessments. Compiles medical history. Determines fitness for confinement. Assists physician, dentist, counselor and psychiatrist. Coordinates services and activities. Obtain, document and carry out orders of health care providers. Interprets physicians' orders. Receives telephone physician orders. Draws blood, obtain specimens, assist with x-ray examinations, perform EKG's, dispense oral medications, administer IM/SQ medications, administer TB tests and give injections. Documents all actions in the legal medical record. Maintains current correctional nursing knowledge. May prepare medical incident reports. Performs other duties as assigned.

REQUIREMENTS: Requires licensure as a Registered Nurse in the State of Missouri including commensurate formal education required to obtain licensure. Requires minimum one year professional experience preferably in a correctional facility, emergency department or psychiatric facility setting. Will consider an LPN with a minimum of two years relevant experience. Requires strong nursing skills, ability to work autonomously, ability to perform physical and mental assessments, and to apply evaluative judgment based on nursing skills and SOP's. An equivalent combination of education, training and experience will be considered. Knowledge of medical examination and diagnosis techniques and procedures. Knowledge of medications and their effects. Ability to interpret medical data. Ability to prepare medical reports. LPN must be IV certified and ability to draw blood. Knowledge of correctional practices and procedures preferred. Ability to interface with government officials, medical personnel, corrections facility personnel and prisoners. Strong written and verbal communication skills required. Ability to exert light to moderate physical effort involving some lifting, carrying, pushing and pulling. Must be free from felony conviction. Must be available for shift.

TO APPLY: All applications must be submitted through our Self Service Website at www.sccmo.org/hr . We do not accept faxed, e-mailed or print applications. Terminals are available on site if needed in the HR Dept., Room 519, St. Charles, MO 63301 Monday through Friday, from 8:00 am – 5:00 pm. **Applications will be accepted on a continuing basis until the position is filled or a sufficient number of qualified candidates have applied.** Please call the Job Hotline at 636-949-7320 or check our website www.sccmo.org to learn of other employment opportunities and/or to check on the status of other vacancies for which you have applied. This service is available 24 hours a day.

St. Charles County is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, the County will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective and current employees to discuss potential accommodations with the employer. St. Charles County is a drug and alcohol free work place. A pre-employment drug screen is required for all positions.

AN EQUAL OPPORTUNITY EMPLOYER

Pay Grade 12 (RN) (Grade 9 - LPN)