

**FAITH COMMUNITY HEALTH SYSTEM**  
**Jacksboro, Texas**  
**OPERATING ROOM/CIRCULATING NURSE**  
**JOB DESCRIPTION**  
March 2022

**REPORTS TO:** Surgical Services Manager

**SUPERVISES:** None

**FLSA STATUS:** Non-exempt

**SUMMARY:** The RN provides care and support to patients, of all ages, during the perioperative period. Operating Room Nurses will also collaborate with the multidisciplinary team, which includes but is not limited to the physician/surgeon and other surgical team members, to provide therapeutic care to the patient and/or family. The RN will assist in identifying the educational needs of the staff, the patient/family, students and oneself. The RN will also identify unit quality assurance standards of care needs and conduct assigned portions of projects to ensure the maintenance of quality standards.

**ESSENTIAL FUNCTIONS**

- Assess the needs of patient/family
- Review patient consent forms and other paperwork
- Review procedure to be performed
- Assist in transport of patient to OR
- Assist in positioning patient on surgical table
- Takes notes during procedure
- Keeps count of each instrument used
- Replenishes supplies
- Communicate with individuals outside of OR
- Verify instrument counts
- Observe and enforce strict standards of asepsis/sterility
- Complete charting and charges
- Transport patient to PACU
- Liaise with patient's family/representatives regarding surgery
- Other duties, responsibilities and activities may change or be assigned at any time with or without notice.

**PROFESSIONAL REQUIREMENTS**

- Demonstrate quality patient care, leadership and professional behavior through emulating the Mission, Vision, and Values of Faith Community Health System
- Adhere to Personnel Policy/Employee Handbook and Policy and Procedures of the organization

- Complete annual education requirements.
- Maintain patient confidentiality at all times.
- Maintain regulatory requirements, including all state, federal and local regulations.
- Represent the organization in a positive and professional manner at all times.
- Participate in performance improvement and continuous quality improvement activities.
- Attend regular staff meetings and in-services.
- Maintain professional licensure.

### **KNOWLEDGE, SKILLS and ABILITIES**

- Excellent written, verbal and listening communication abilities.
- Willingness to establish effective working relationships with internal and external customers.
- Ability to manage conflict, stress and multiple simultaneous work demands in an effective, professional manner.
- Ability to work independently, while collaborating with other team members.
- Ability and willingness to self-motivate, prioritize, and be willing to change processes to improve effectiveness and efficiencies. Adapts to changing patient or organizational priorities.
- Ability to make independent decisions in accordance with established policies and procedures. Decisions and problem solving require a combination of analysis, evaluation, and interpretive thinking.
- Computer literacy, including but not limited to, data entry, retrieval, and report generation.
- Must not have any restrictions for physical work for which reasonable accommodation cannot be made.

### **QUALIFICATIONS**

- Registered Nurse currently licensed by the State of Texas.
- Required 2 years nursing experience. Preferred Surgical Services experience.
- Current BLS certification. ACLS, PALS certification current or obtain within 9 months from date of hire. Encouraged TNCC, ENPC.

### **PHYSICAL REQUIREMENTS:**

- Full range of body motion including handling and lifting patients.
- Manual and finger dexterity.
- Hand and eye coordination.
- Standing, walking and reaching for long periods of time.
- Lifting and carrying items weighing up to 50 pounds.
- Corrected vision and hearing to within normal range.

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Employee

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Department Head/Administrator

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Date

*The above statements are intended to describe the general nature and level of work being performed. They are not intended to be construed as an exhaustive list of all responsibilities.*