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# Example of Charge Registered Nurse Job Description

Our innovative and growing company is looking to fill the role of charge registered nurse. Please review the list of responsibilities and qualifications. While this is our ideal list, we will consider candidates that do not necessarily have all of the qualifications, but have sufficient experience and talent.

## Responsibilities for charge registered nurse

* Participates in the recruitment and orientation of new nursing personnel
* Participates in the development and implementation of policies, procedures, rules and regulations of the Healthcare Unit
* Schedules evaluation conferences for non-supervisory nursing personnel and participate in their performance evaluations on a regularly scheduled basis
* Supervises the preparation of records of nursing care and other treatments given to patients
* Responsible for security of medications, supplies and equipment
* Attend staff and administrative meetings as requested
* Supervises the preparation of records of nursing care and other treatments given patients
* Reviews electronic/paper medical records to determine accuracy of billing through verification of coding, billing and supporting clinical documentation
* Acts as a clinical resource for revenue cycle staff
* Reviews accounts with billing and charging issues in daily electronic queues

## Qualifications for charge registered nurse

* 3~5 years research, medical audit or analytical experience
* Experience with vents / hemodynamics
* Two years of supervisory or administrative experience in the nursing field
* Previous correctional/detention facility experience
* Three years of supervisory or administrative experience in the nursing field
* At least 3 years of experience as a nurse manager or similar