Downloaded from <https://www.velvetjobs.com/job-descriptions/clinic-nurse>

# Example of Clinic Nurse Job Description

Our company is searching for experienced candidates for the position of clinic nurse. We appreciate you taking the time to review the list of qualifications and to apply for the position. If you don’t fill all of the qualifications, you may still be considered depending on your level of experience.

## Responsibilities for clinic nurse

* Provides care in a holistic manner including the assessment of physical, psychosocial, and rehabilitative and discharge needs of both the patient and his/her family
* Secures and evaluates medical health and development history of the patient
* Completes incident reports as needed and provides assistance regarding investigations and the resolution of complaints
* Prepare patients for physician or healthcare provider encounters including auditing charts in accordance with standards and policies
* Take vital signs as indicated, records patients’ histories, prepares appropriate instruments for examination or procedure
* Perform nursing procedures such as EKG, spirometry, ear lavage, injections, starting and maintaining intravenous infusions, dressing changes, urinary catheterizations, finger stick blood glucose testing, tympanograms and audiograms
* Education of patients in a wide variety of health care subjects such as maternal/child health care, nutrition and life style issues, sexually transmitted diseases, basic health care maintenance, and self-administration of medications
* Perform patient follow-up including notifying patients of laboratory results, scheduling referral appointments, maintaining charts and records, and responding to patient telephone calls
* Assist physicians and other healthcare providers in procedures such as minor surgery, sigmoidoscopy, biopsy, colposcopy, IUD insertion, orthopedic casting, treadmill, and stress testing
* Maintain tracking systems to ensure compliance with medical guidelines and health maintenance standards

## Qualifications for clinic nurse

* ACLS (for Adult Medicine Nurse Practitioners only)
* PALS (for Pediatric/Family Nurse Practitioners only)
* Possesses the skills, knowledge, and abilities essential to the successful performance of the duties assigned to the position
* Demonstrated knowledge of relevant regulatory requirements, related legislative, accreditation, licensing and compliance environments
* Graduate of an accredited nursing program or met the educational requirements to test for licensure
* Current permit or license to practice vocational nursing in the State of Texas