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# Example of Clinic RN Job Description

Our company is growing rapidly and is looking to fill the role of clinic RN. 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 RN

* Gather information from incoming patients, assess urgency of the call and document call in the electronic medical record
* Schedule same day appointments, provide prenatal and gynecological education
* This position will also be supporting patients needing urogynecologic procedures such as urodynamics, cystoscopies and PTNS procedures
* Weekday schedule with normal business hours
* The RN Clinic focuses on OBGYN and Midwifery, and/or provides direct nursing support to physicians and midwives
* Part-time benefit eligible
* Provide surgery and procedure scheduling support to the orthopedic surgeon and clinical team
* Meet with patients to coordinate the scheduling of surgery and/or procedures
* Provide pre-op and post-op counseling and education to patients who are scheduled for surgery
* Perform referral management

## Qualifications for clinic RN

* Working with electronic medical records program strongly preferred
* 3 years of clinical experience in an oncology experience preferred
* ONS and OCN card preferred
* Must Function independently, have flexibility, personal integrity and ability to work effectively with patient and /or patient families, personnel, medical staff and general public
* Cardiology and/or Outpatient experience preferred
* Cardiac experience strongly preferred, heart failure experience a plus