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# Example of Patient Care Supervisor Job Description

Our growing company is looking to fill the role of patient care supervisor. 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 patient care supervisor

* Collaborates with physicians and other disciplines to provide quality patient care
* Responsible for the surgery call process after regular surgery hours, and facilitates emergency surgery scheduling with physicians
* Provides Nursing House Supervision on evening, night and weekend shifts
* Functions as a supervisor in the Emergency and CDART clinical setting, serves as a resource, educational support, communication liaison, and role model of professional nursing practice
* Direct staff to carry out responsibilities according to department policy
* Evaluate clinical performance of all patient care staff through performance evaluation and on site supervisory visits
* Review schedule planners weekly with each staff member for appropriate utilization of time and visit frequency for each patient
* Review documentation of personnel to assure that it is appropriate, complete and accurate
* Receive phone calls from field personnel to assure that it is appropriate complete and accurate
* Receive phone calls from field personnel regarding active patients

## Qualifications for patient care supervisor

* Insure professional standards of community nursing practice are maintained by all nurses providing care
* Responsible for orientation of all field staff
* Provide staff development programs as required
* Demonstrate clinical expertise and communication skills
* Skills to problem solving
* Skills to work with varied type team members