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# Example of RN Charge Job Description

Our innovative and growing company is looking to fill the role of RN charge. Thank you in advance for taking a look at the list of responsibilities and qualifications. We look forward to reviewing your resume.

## Responsibilities for RN charge

* Assists/participates in quality improvement process, including audits and corrective procedures as assigned
* Respond to complaints about patient care and manages through established channels
* Maintains schedules for work and on-call schedule for associates
* Assists timekeeper/manager with associate time and attendance
* Focus on Education
* Demonstrates competence in clinical skills as identified on Competency Verification and Training Checklist
* Demonstrates familiarity with the therapeutic effects and side effects of all medications administered
* Documents actions and notations for all resident condition changes according to policy and procedure
* Documents incidents or accidents in resident record and all necessary forms (incident reports)
* Completes behavior documentation according to policy and procedure

## Qualifications for RN charge

* Acts as a patient advocate and uphold patient’s rights and refers ethical concerns to appropriate resources
* Current verification of competency in cardiopulmonary resuscitation from the American Heart Association
* Knowledge of State of Alaska law, Nurse Practice Act, Federal/regulations and Joint Commission standards
* Active Indiana license as a RN
* Previous charge nurse experience and demonstrated experience with personal computers preferred
* Current ACLS card must be obtained with 6 months of hire