



Example of Assistant Director, Nursing Job Description

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

Responsibilities for assistant director, nursing

- Assists in the assurance that the nursing department's philosophy and objectives incorporate evidence-based practice in providing high quality care and quality of life to each resident
- Serves as an advocate for the residents and staff under his/her direction
- Assists with fostering high standards of resident care through the provision and promotion of diligent orientation and continuing education efforts, adequate levels of nursing personnel, properly prepared nursing supervisors and managers, and current policies and procedures
- In the absence of the Director of Nursing, the duties and responsibilities of the DoN may be delegated to this position
- Assists the DoN in the supervision of nursing staff and others for whom they are administratively or professionally responsible
- Assist the Director of Nursing with all aspects of facility nursing department
- Assist with supervision of nursing staff to ensure that all medical documentation and medical care requirements are met pursuant to regulatory standards and practice and is in compliance with all licensing and credentialing regulations and standards
- Regular inspection of medical charts both open and closed to ensure compliance with QI & QA Policy & procedures, all other regulatory, funding, and clinical and medical standards
- Ensure all required detox services and protocols are met and delivered in a timely manner and pursuant to regulatory standards and requirements

Qualifications for assistant director, nursing

- Experience in wound care, quality improvement, basic understanding of MDS, Fall Management, Infection Control and standards of LTC documentation guidelines preferred
- Current valid licensure as an RN in the state of California is required
- Is a member of all committees involving persons served safety, nursing policies, practices and procedures
- Associates degree in nursing or equivalent
- State of Florida requires Registered Nurse (RN) licensure
- State of AZ RN license