



# Example of Charge Nurse Job Description

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Our innovative and growing company is searching for experienced candidates for the position of charge nurse. To join our growing team, please review the list of responsibilities and qualifications.

## Responsibilities for charge nurse

- Works with Manager to assure medical equipment, medications, supplies are ordered and stocked
- Take over any critical patient, including assisting with transfer, and report to EMS and ER
- Assign and enforce room assignments
- Assign tasks
- Deal with patient complaints right away, and utilize advocacy
- Assist and ensure any incident is reported properly
- Contact security and law enforcement when necessary
- Communication liaison between staff, patients, and providers
- Ensure documentation in Culture book, and all call backs
- Ensure all transfers are documented

## Qualifications for charge nurse

- 2 years of nursing experience in L&D
- Ensure all serious patients are documented
- Follow up with AMAs and LWBS
- Educate patients when needed
- Ensure all coding is accurate
- Ensure all CLIA waived QCs are completed