



670 SE Midway Blvd. | PO Box 1675, Oak Harbor, WA 98277
360-675-2096 | whidbeyislandwomensclinic.org

STAFF RN

QUALIFICATIONS:

1. A mature faith in Jesus Christ as Lord and Savior and can appropriately share the Gospel.
2. Expresses full agreement with Whidbey Island Women's Clinic's (WIWC) Statement of Principle, Mission Statement, Statement of Faith, and Code of Christian Conduct.
3. Complies with the approved policies and procedures of WIWC.
4. Maintains an active license in good standing as a Registered Nurse (RN) in Washington (WA) State.
5. Maintains active CPR certification.
6. Dependable, stable, and capable of following through on commitments.
7. A sincere desire to reach at-risk patients considering abortion.
8. Maintains a consistent life-affirming philosophy and would never refer or advise a woman to have an abortion. (When a situation arises where a woman's life is at risk, the Clinic advocates taking measures to preserve her life, hoping that the woman and her child can both be saved.)
9. Respects confidentiality and privacy per Health Insurance Portability & Accountability Act (HIPAA).
10. Skilled with current technology and able to learn new skills quickly.
11. Exhibits strong interpersonal, spiritual, and administrative skills, takes initiative and is flexible.
12. Physically able to stand for long periods of time, has good eyesight or corrected vision, has steady hands, and has a good bedside manner. Has no physical limitations on the use of upper body, arms, and hands. Must be able to lift 35 pounds.
13. Completes WIWC's onboarding and on-the-job training within the first 90 days of employment.
14. Obtains and maintains education, training, and documentation of competency to perform Limited Obstetric Ultrasound in accordance with the hiring agreement.
 - a. If the cost of limited obstetric ultrasound training is covered by WIWC, the Staff RN will commit to working 3 years at WIWC. If the Staff RN ends employment before the 3-year time commitment is met, the Staff RN agrees to repay the pro-rated remainder of the training costs. Must be willing to sign a Good Faith Agreement.

RESPONSIBILITIES: The Staff RN, as part of the WIWC Medical Staff, provides support and care to patients and maintains professional standards of care following the WA State Nurse Practice Act. The Staff RN is responsible for planning and performing direct and indirect nursing interventions. The Staff RN also works in conjunction with Clinic Health Care Professionals and Health Care Personnel to ensure that patients are receiving the best medical, nursing, psychosocial, and spiritual care possible.

REPORTS TO: Medical Administrative Director for operations and Medical Director for medical services

TIME COMMITMENT: Part-time, 8-24 hours/week on clinic days (Clinic Hours: Tuesdays 10 AM–4 PM, Wednesdays 12–7 PM, Thursdays 10 AM–4 PM)

WAGE RANGE: \$33-35/hour

DUTIES:

1. Follows all approved policies and procedures of WIWC; if an issue with a policy or procedure is discovered, the Executive Director will be immediately informed.
2. Exhibits professional, effective, and clear communication with patients, staff, and volunteers.
3. Ensures that the patient feels welcome upon their arrival for the appointment.
4. Performs Limited Obstetric Ultrasounds, pregnancy testing, etc., that are within their scope of practice, to the patients of WIWC.
5. Reinforces the humanity of the unborn child with the patient.
6. Provides education, according to WIWC's policies and procedures, for patient to develop an understanding of their health condition, including physical, emotional, and spiritual health.
7. Ensures accurate implementation of physician's standing orders and maintains accurate records.
8. Completes necessary consents, forms, and logs.
9. Provides appropriate follow-up with patients.
10. Follows Occupational Safety and Health Administration (OSHA) and HIPAA guidelines.
11. Completes mandated reporting per WA State laws and regulations.
12. Consults with WIWC Health Care Professionals and Health Care Personnel, on a need-to-know basis, regarding patient situations.
13. Helps ensure all aspects of the medical service operations are maintained, including medical equipment and supplies.
14. May be assigned the Infection Control Officer responsibilities.
15. Meets, at least, monthly with direct supervisor.
16. Attends annual and special WIWC Medical Staff Meetings.
17. Attends monthly staff meetings.
18. Attends quarterly in-service trainings.
19. Additional responsibilities may be added by the Executive Director and/or the Medical Administrative Director.

PROFESSIONAL DEVELOPMENT:

1. Increases knowledge of obstetrical and gynecological care and women's health issues.
2. Maintains a working knowledge of medical procedures, principles, and practices in relation to the prevention and treatment of disease, safety and infection control, clinical systems, supplies and equipment.
3. Must perform an adequate number of scans to maintain competency in Limited Obstetric Ultrasound as determined by the Medical Director.
4. Participates in ultrasound skills refresher and assessment for competency as required by Medical Director.

PUBLIC RELATIONS:

1. Attends WIWC fundraising and community events.