



Center Nurse/Medical Professional - RN, RDMS, PA

Reports to Gateway Women's Care Client Services Director

Major Responsibilities

Management:

1. Implement medical best practices according to Operations Manual medical policies and procedures
2. Insure compliance with infection control guidelines
3. See that the current licenses are on file for center medical personnel - staff and volunteers
4. Audit client charts per policies and procedures

Nursing Care:

1. Provide medical services in the center
2. Perform limited obstetrical ultrasounds on clients – training provided
3. Act as Client Advocate when needed – training provided
4. Provide nursing care, assess client needs and make nursing judgments, which reflect safe nursing practices
5. Provide education for client and family to develop an understanding of their health conditions related to pregnancy
6. Handle medical questions from callers and clients
7. See that medical equipment is functioning properly

Staff Development:

1. Organize and participate in training and in-service meetings for volunteers and medical staff
2. Conduct medical team discussions with Gateway's Nurse Manager to evaluate the center services, policies and procedures

Public Relations:

1. Represent GATEWAY WOMEN'S CARE in the community as needed
2. Attend medical conferences, which offer professional training and information pertinent to GATEWAY'S practices

Personal Development:

1. Maintain professional license
2. Participate in ongoing trainings and continuing education
3. Increase knowledge of management, obstetrical and gynecological care and women's health issues.
4. Maintain a working knowledge of nursing methods, principles, and practices in relation to the prevention and treatment of diseases, safety and infection control.