

 Oroville Hospital	<b>Job Description for Coagulation Therapy, RN</b>	Department: <b>Case Management</b>
		Dept.#: <b>8755</b>  Last Updated: <b>12/09/08</b>

### **Reports To**

Director of Utilization Management

### **Job Summary**

This specially trained Registered Nurse functions under the direct supervision of the provider on duty. The RN assists the doctor and/or provider with regulating the dosage and care plan of those patients on Coagulation Therapy. The RN performs waived laboratory tests, schedules appointments and documents according to established guidelines provided in the Coumadin (Warforin) therapy guidelines and decisions tree policy.

### **Duties**

1. Demonstrates competency through specialized training in INR/PT testing and adjusts dosages of Warfarin as needed to meet the therapeutic target
2. Prints out the day's schedule of patients
3. Provides daily dosage reminder sheet with any changes in dosage written out
4. Documents test results in the patients chart, Intergy and daily patient test log
5. Completes Prottime on all walk in patients
6. Schedules follow-up appointments
7. Monitor Protimes for patients in SNF.
8. Calls home health agencies and assisted living facilities with Prottime results.
9. Monitors patients that go to the lab for Protimes and notifies patients of results
10. Call pharmacies with any Coumadin refills or new prescription if adjusting the dosage
11. Provide new patient education and counseling
12. Follows up with patients that miss appointment
13. Obtain the H&P and discharge summary of recently hospitalized patients and reconcile any changes in the patients Coumadin regimen.
14. Keep provider informed of any and all changes in patient results
15. Assist other staff with medication administration as needed
16. Responsibilities of RN Role:
  1. Gathers data relevant to the patient's individual needs and age group

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- a. Obtains and records on Anti-Coagulation progress note:
  1. Vital Signs (as needed)
  2. Date
  3. update Medication
  4. Update allergies as needed
  5. Changes in medical condition
  6. Interventions Recorded
  7. Signature/Initials where appropriate
2. Implements the plan of care as developed by the provider
  - a. Follows providers orders
  - b. Evaluates nursing interventions on Medical
  - c. Implements emergency
  - d. Complies with hospital policy for receiving doctors orders including verbal and phone
3. Provides patient/family education
  - a. Explains discharge instructions as directed
  - b. Hand out appropriate information sheets
4. Communicates relevant patient information
  - a. Reports changes in patient's status to the provider
  - b. Documents nursing care consistent with hospital charting standards
5. Policies & Procedures
  - a. Uses principles of body mechanics in mobilizing patient or objects
    1. Asks for help when lifting heavy patients
  - b. Complies with policies for electrical safety
  - c. Checks the emergency medication per policy
  - d. Incorporates infection control principles in practice
  - e. Demonstrates skills related to the management of emergency situations
  - f. Complies with policy for cardio-pulmonary arrest
  - g. Complies with policy regarding risk management
    1. Demonstrates appropriate use of incident reports
  - h. Assists with IOP studies
    1. Collects data
    2. Responds to corrective plans
    3. Maintains all QC logs
    4. Demonstrates use of ambulance transfer policy

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- i. Has a working knowledge of location of specific polices in the P&P manual
  1. Safety Manual
  2. Infection Control Manual
  3. Administrative Manual
  4. MSDS Manual
  5. Disaster Manual
  6. Practice Specific Manual
  7. Patient/Family Education

### **Qualifications**

1. Graduates of an accredited school and currently licensed in the State of California
2. Recent acute care experience and/or medical office/clinic nursing experience
3. Current CPR certification
4. Completion of crisis prevention training

### **Lifting Requirements**

Heavy: Frequent lifting, not more then 100 pounds (with help) and/or carrying objects weighing up to 50 points. There may be prolonged periods of standing, walking reaching and/or stooping.