Job Description

Title: Circulator and/or Scrub Nurse
Department: Surgery

I. Qualifications:
A. Must be a graduate of an accredited school of nursing.
B. Must possess current acute hospital experience (within past 5 years).
C. Must possess a current Iowa license as a Registered Nurse.
D. Must be certified or willing to certify in BLS, PALS, and ACLS.
E. Must complete the Dependent Adult/Child Abuse Training.
F. Must possess the ability to function in a team environment.
G. Must possess the ability to deal tactfully with personnel, patients, family members, visitors, and physicians.
H. Must be able to relay information to appropriate personnel concerning a patient’s condition.
I. Must have patience, tact, and a cheerful disposition and enthusiasm, as well as willingness to handle difficult situations.
J. Strong organizational and time management skills.
K. Embraces change and able to handle multiple demands at one time.

II. Purpose:
A. The Circulator/Scrub Nurse is responsible for the direct and indirect provision of professional nursing care of the patients in the operating room. The nurse is accountable for ongoing evaluation and documentation of all components of care delivered to customers within the perioperative and outpatient environment utilizing the nursing process.

III. Essential Functions (including, but not limited to):
A. Supporting the mission, vision, and core values of the organization.
B. Following and completing assignments as given by the charge nurse.
C. Creating and maintaining an atmosphere of warmth, personal interest, and positive emphasis, as well as a calm environment throughout the department.
D. Gathering supplies and equipment for surgical cases.
E. Preparing surgery suite for surgical procedures.
F. Restocking supplies in surgery suite when procedures have ended for the day.
G. Monitoring of surgery inventory and notifying appropriate individual(s) when supplies are needed.
H. Scrubbing and circulating for surgical procedures for various surgeons that operate at GCMH.
I. Operates equipment and performs technical skills according to policies and standards; learns new skills and seeks assistance appropriately.
J. Individualizes patient care according to patient’s health status, age level, and surgery/procedure being performed.
K. Looks beyond patients’ physical needs in every aspect of practice; includes physical, psychosocial, spiritual, emotional, educational, sexual, and age related needs.
L. Synthesizes patient data and implements action plan appropriate to situation (good judgment, critical thinking).
M. Documentation is complete, clear, concise, and according to policy.
N. Collaborates with appropriate disciplines in developing coordinated outcomes and interventions; interacts with team members regarding patient progress.
O. Recognizes situations (patient, staff, visitor, and physician) and significant assessment findings that require verbal or written communication and follow through to the appropriate people.
P. Participates in identifying and developing the performance improvement focus and criteria.
Q. Assumes accountability and responsibility for attendance and timely completion of competencies, mandatory programs, unit specific requirement (i.e. ACLS), and unit meetings.
R. Writes goals annually in collaboration with manager; goals demonstrate initiative, reflect unit or performance needs, and are specific and measurable.
S. Purposefully conducts all aspects of job in an ethical manner in support of the organization’s/hospital’s commitment to ethical behavior in all areas of personal and professional activity.
T. Ensure that the Surgery Department and Operating Rooms are maintained in a clean, safe, and sanitary manner.
U. Record all information correctly and accurately on patient’s chart.
V. Follow established universal precautions in the use of gloves, gowns, and/or masks.
W. Ensure that daily and weekly tasks are completed.
X. Maintain confidentiality according to established policy.
Y. Manage personal stress and emotions so as not to interfere in relationships and interactions with others.

IV. Job Relationships:
A. Responsible to: Surgery Manager
B. Interrelationships: All GCMH associates
C. Supervises: RN will supervise LPN, otherwise no one

V. Working Conditions:
A. Is subject to frequent interruptions.
B. Is involved with patients, personnel, visitors, government agencies/personnel, etc., under all conditions and circumstances.
C. Is subject to hostile and emotionally upset patients, family members, personnel, and visitors.
D. Communicates with medical staff, department personnel and other department staff.
E. Working beyond normal working hours, and in other positions temporarily, when necessary.
F. Is subject to callback during emergency conditions (e.g. severe weather, evacuation, post disaster, etc.)
G. Attends and participates in continuing education programs.
H. Is subject to injury from falls, burns from equipment, odors, etc. throughout the workday, as well as to reactions from dust, disinfectants, and other air contaminants.
I. Maintains a liaison with the patient, their family, support departments, etc., to adequately plan for the patient care.
J. Material and Equipment Used: Patient care equipment
K. Age Specific Requirements: Demonstrates the ability to work with patients in that age specific to the environment of care as necessary. Depending upon the environment of care, the following age groups are considered: Infancy to Late Adulthood
Workin
[90x748]g Environment
[120x748]Addendum Page

Hazardous Exposure Category: Place an “X” in the appropriate category:

I. ___X___ Inherent potential for contact with blood, body fluids or tissues. Appropriate protective measures are required for every employee engaged in Category I tasks.

II. ______ No exposure to blood, body fluids, or tissues, but potential for exposure in usual work. Employees performing Category II tasks don’t need to wear protective equipment, but they should be prepared to put on protective equipment on short notice.

III. ______ Involves no exposure to blood, body fluids, or tissues, although situations can be hypothesized under which anyone, anywhere, might encounter potential exposure to body fluids.

Physical Requirements: Lifting Requirements - Place an “X” in the appropriate category:

____ Sedentary work - Exerting up to 10 pounds of force occasionally and / or a negligible amount of force frequently to lift, carry, push, pull or otherwise move objects, including the human body. Sedentary work involves sitting most of the time, but may involve walking or standing for brief periods of time. Roles are sedentary if walking and standing are required only occasionally and all other sedentary criteria are met.

____ Light work - Exerting up to 20 pounds of force occasionally, and/or 10 pounds of force frequently, and/or a negligible amount of force constantly to move objects. Physical demand requirements exceed those for sedentary work.

__X__ Medium work - Exerting 20 to 50 pounds of force occasionally, and/or 10-25 pounds of force frequently, and/or up to 10 pounds of force constantly to move objects. Physical demand requirements exceed those for light work.

____ Heavy work - Exerting 50 to 100 pounds of force occasionally, and/or 25-50 pounds of force constantly to move objects. Physical demand requirements exceed those for medium work.

____ Very heavy work - Exerting in excess of 100 pounds of force occasionally, and/or in excess of 50 pounds of force frequently, and/or in excess of 20 pounds of force constantly to move objects. Physical demand requirements exceed those for heavy work.

Physical Requirements & Frequency - Place an “X” in each box that is appropriate to the role:

N Never= 0% O Occasionally= 1-33%, per shift F Frequently = 34-66%, per shift C Constantly = 67-100%, per shift

<table>
<thead>
<tr>
<th>To be moved: include weight of object and distance carried.</th>
<th>Description of movement: lift, lower, push, pull, carry, reach above.</th>
<th>N</th>
<th>O</th>
<th>F</th>
<th>C</th>
</tr>
</thead>
<tbody>
<tr>
<td>Patients:</td>
<td>Lift, lower, push, pull, carry, reach above</td>
<td></td>
<td></td>
<td></td>
<td>X</td>
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<tr>
<td>Supplies:</td>
<td>Lift, lower, push, pull, carry, reach above</td>
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<tr>
<td>Equipment</td>
<td>Lift, lower, push, pull, carry, reach above</td>
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<tr>
<th>Physical Surroundings</th>
<th>N</th>
<th>O</th>
<th>F</th>
<th>C</th>
<th>Environmental Conditions</th>
<th>N</th>
<th>O</th>
<th>F</th>
<th>C</th>
</tr>
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<tbody>
<tr>
<td>Cold (50 degrees F or less)</td>
<td>X</td>
<td>Chemicals</td>
<td></td>
<td>X</td>
<td>Inside work</td>
<td>X</td>
<td>Radiation</td>
<td>X</td>
<td></td>
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<tr>
<td>Heat (90 degrees F or more)</td>
<td>X</td>
<td>Gases, fumes</td>
<td></td>
<td>X</td>
<td>Outside work</td>
<td>X</td>
<td>Other</td>
<td>X</td>
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<tr>
<td>Dampness</td>
<td>X</td>
<td>Dust</td>
<td></td>
<td>X</td>
<td>Walking Surface</td>
<td>X</td>
<td>Vibration</td>
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<tr>
<td>Heights</td>
<td>X</td>
<td>Noise</td>
<td></td>
<td>X</td>
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I have read and understand the above Job Description and Working Environment Description Page.

Associate Signature____________________________________ Date_______________________________