



Registered Nurse Series

Classification Title	Class Code	Date Established	Date Revised
Registered Nurse I – 10 Month	8150	11-19-75	09-13-05
Registered Nurse I – 12 Month	8151	11-19-76	09-13-05
Registered Nurse II – 10 Month	8153	11-19-76	09-13-05
Registered Nurse II – 12 Month	8154	11-19-76	09-13-05
Registered Nurse III – 10 Month	8156	11-19-76	09-13-05
Registered Nurse III – 12 Month	8157	11-19-76	09-13-05

OVERVIEW:

Positions in this series are involved in the performance, supervision or management of professional nursing care and health maintenance services in health centers at the CSU. They function under the general supervision of a Medical Officer, a higher level Registered Nurse, or if there is no Medical Officer on campus, under the administrative supervision of the Dean of Students.

DISTINGUISHING CHARACTERISTICS:

This series is comprised of three classifications. The Registered Nurse I is the entry level; the Registered Nurse II performs specialized nursing functions or administrative functions; the Registered Nurse III reflects supervisory and management responsibilities.

In assessing the differences among classifications, the following criteria should be considered:

1. The complexity of the assignment which measures the difficulty of nursing duties as reflected by the complications which stem from the patients' conditions, the specialized skills and knowledge required to provide nursing care and the nature of personal contacts with patients.
2. The level of responsibility, which deals with supervisory controls over the work and the nature of the working relationship between the nurse and the Medical Officer or higher level Registered Nurse. Included are such considerations as the extent of the nurse's responsibility for (a) planning or modifying the nursing care for patients; (b) determining the patient's need to receive immediate medical attention; (c) deciding when standard treatment procedures should be applied; and (d) providing significant, reliable and timely information to Medical Officers to assist them in determining the course of medical treatment to be established.
3. The level and extent of program management and responsibility which deal with the degree of autonomy, the amount of responsibility for developing and implementing new and enhanced programs, the number and variety of kinds of special programs offered; and the extent and responsibility for coordinating health service activities with other community services.
4. The size of the health center which deals with the scope of administrative and management responsibility. Health center size is defined as follows: small centers may provide service to a total of 2,200-6,500 FTE and consist of 1-5 Registered Nurses; medium centers may provide service to a total of 9,000-14,500 FTE and consist of 6-9 Registered Nurses; and large centers may provide service to 15,000 or more FTE and consist of 10 or more Registered Nurses.

These quantitative data are to be considered in combination with other indicators of scope and complexity and not as absolute determinants of classification. For example, programs with large numbers of FTE and limited variety and depth of programs and activities may not meet the requirements for the highest level Registered Nurse classification, whereas smaller programs with extensive variety and depth of programs and activities may be classified at the higher Registered Nurse classifications.

TYPICAL ACTIVITIES:

Registered Nurse I:

Incumbents in this classification work under the direct supervision of a Medical Officer or higher level Registered Nurse perform nursing care duties including observing, interpreting, recording and reporting patients' symptoms, reactions and behaviors. The Registered Nurse I prepares patients for medical examinations and treatments, assists Medical Officers in clinical examinations and in the administration of inoculations, vaccinations and treatments, and performs therapeutic measures as prescribed and delegated by Medical Officers. Decisions regarding treatment of patients' illnesses and development of health programs primarily are made by other medical authorities. The Registered Nurse I may supervise Student Assistants, Clinical Aids or Vocational Nurses.

Registered Nurse II:

Under general supervision, incumbents in this classification perform Registered Nurse I functions and, in addition, are responsible for a combination of: (a) assisting a Registered Nurse III in administering the policies and procedures of nursing services and in developing administrative policies and procedures in a medium or large health center; or (b) after additional educational preparation either on the job or in an institution of higher education, perform for a significant amount of time specialized nursing functions in one or more areas such as nutrition, triage or family planning. In these areas the Registered Nurse II will be delegated greater responsibility than a Registered Nurse I and may be called upon to engage in coordinating and/or counseling activities.

The Registered Nurse II is differentiated from the Registered Nurse I by the application of highly specialized skills and knowledges which have been acquired through periods of learning and practice and through advanced training in a specialty area approved and/or specified by the Medical Director or by the application of administrative skills in carrying out responsibility for assisting in the implementation of services, policies and procedures. Movement from Registered Nurse I to Registered Nurse II is not to be considered as an automatic process determined by the attainment of increased education and experience. Rather, the Registered Nurse II working in a specialty area will have as his/her preponderant assignment those functions which directly relate to the higher level skills and knowledges. Typically, these nurses counsel patients in matters related to the nurses' specialty area; give specific instructions such as special diets or proper use of prescriptions; conduct group sessions for students; and coordinate activities and needs of the specialty area with community agencies or other campus units such as the food service.

The Registered Nurse II is involved in a lesser degree of independent decision-making, judgment and initiative with regard to diagnosis and treatment of patients' illnesses than a Registered Nurse III. Also, there is no requirement for Registered Nurse II to complete a Nurse Practitioner* course of study at a university.

The Nurse Practitioner (see standard) is a semi-autonomous individual who functions under protocol direction and with occasional supervision of a Medical Officer. Thus, a Registered Nurse II may have a practitioner's certificate but the appropriate classification is defined by the functions and degree of autonomy.

Registered Nurse III:

Characteristic of this classification are responsibilities as follows:

1. Management and direction of the nursing services in a small health service which encompasses several program specialties where there is no full-time Director of Health Services and no full-time Medical Officer;

or

2. Management and direction of the nursing services and staff under the Director of Health Services, in a medium size health service which encompasses several program specialties.

In addition to the general nursing services found at the Registered Nurse I and II levels, the Registered Nurse III develops or assists in the development and implementation of nursing standards, policies and procedures for the nursing services; responsible for directing, coordinating, and evaluating the work of nursing personnel; develops and implements in-service training and carries on of special programs such as health lecture series or testing programs in response to the needs of the campus or the community. For the Registered Nurse III involved in administration, personal contacts are generally with campus faculty or community health organizations for the purpose of coordinating health center programs.

MINIMUM QUALIFICATIONS:***Knowledge and Abilities:*****All Levels:**

Thorough knowledge of professional nursing principles, methods and procedures; medical terminology and equipment; and uses and effects of medicines and narcotics.

Ability to apply nursing knowledge and techniques; observe and record or respond with therapy to reactions, symptoms, and behaviors; keep records and prepare reports; gain the interest, respect and cooperation of patients; work cooperatively with staff, faculty, students and others; and analyze emergency situations accurately and to take prompt action.

Registered Nurse III

Knowledge of the principles of effective supervision and management.

Ability to plan, organize and direct the work of others and plan, organize and implement health services.

Experience:**Registered Nurse I and II**

Registered Nurse I is the entrance level for professionally trained nurses and no experience is required.

Registered Nurse II requires one year of professional nursing experience which has given evidence of ability to work independently and a potential for either supervisory and administrative work, or work in specialized nursing activities.

Registered Nurse III

Registered Nurse III requires three years of progressively responsible professional nursing experience, which has given evidence of administrative and management capability and the talent to carry out the responsibilities of this position.

Special Qualifications:**All levels:**

Possession of a valid license as a Registered Nurse in the State of California. Freedom from color blindness.