

**MASSACHUSETTS GENERAL HOSPITAL  
Department of Nursing**

**JOB DESCRIPTION**

**TITLE:** STAFF NURSE  
**Job Code:** 430  
**Grade:** 55  
**Date revised:** 10/07

**OVERVIEW:**

The staff nurse is a registered nurse who is responsible for assuring competent, compassionate, individualized, nursing care for specific patients and families, including delegation to and supervision of non-professional clinical and support staff. The staff nurse is responsible and accountable for the overall nursing care management of a designated group of patients. She/he collaborates with the Nursing Director and members of the Patient Care Team to achieve optimal Patient outcomes. She/he also collaborates with the patient toward meeting the needs and expectations of the patient and family. Staff nurses ensure that care is safe, efficient, effective, timely and meets the cultural, spiritual, and ethnic needs of each patient and family.

**REPORTS TO:** Nursing Director/nurse leader of the specific area.

**PRINCIPAL DUTIES AND RESPONSIBILITIES:**

- 1.0 Provides competent, compassionate patient- and family-centered nursing care based on scientific principles and the use of the nursing process and interdisciplinary teamwork.
  - 1.1 Provides and maintains a therapeutic environment for patients and families.
  - 1.2 Articulates the professional nursing role to the patient, family and health team members.
  - 1.3 Identifies, facilitates, and evaluates outcomes of nursing care for an individual patient or group of patients.
  - 1.4 Coordinates involvement of the patient, family and health team members in patient care, including patient/family teaching and discharge planning.
  - 1.5 Documents relevant patient information.
  - 1.6 Communicates the plan of care and other pertinent information to/from other health care team members. Promotes continuity of care through effective hand-offs.
  - 1.7 Helps define standards of excellence for patient care; participates in improvement of patient care services in a cost-effective way.
  - 1.8 Performs specific functions as described in the unit Scope of Service.

- 1.9 Provides care appropriate to age group of patients on assigned unit(s) as described in relevant unit Scope of Service.
- 1.10 Participates in, and contributes to, performance improvement activities.
- 1.11 Integrates the six aims of performance improvement into care delivery:
  - Safety* — no needless death, injury, pain or suffering for patients or staff.
  - Effectiveness* — care and service will be based on best evidence, informed by patient values and preferences.
  - Patient Centeredness* — all care and service will honor the individual patients — their values, choices, culture, social context and specific needs.
  - Timeliness* — waste no one’s time; no unnecessary waiting.
  - Efficiency* — remove all unnecessary processes or steps in a process; streamline all activities.
  - Equity* — all care and service will be fair and equitable — the system will treat all patients equally.
- 1.12 Exhibits compliance with regulatory and quality and safety requirements.
- 2.0 Collaborates with other professionals and directs nonprofessional nursing personnel in maintaining recognized standards.
  - 2.1 Teaches and directs all nursing personnel for whom she/he is responsible.
  - 2.2 Participates in orientation of new permanent and temporary staff members.
  - 2.3 Appropriately utilizes nursing resources.
  - 2.4 Interprets hospital and departmental policies and procedures to nurses and other health team members.
- 3.0 Participates in daily operational activities necessary for safe patient/staff environment.
  - 3.1 Utilizes resources efficiently to facilitate optimal patient care.
  - 3.2 Provides input to the Nursing Director regarding unit needs.
  - 3.3 Participates in unit and departmental committees for formulation of nursing and hospital policies and procedures.
  - 3.4 Professional Development:
    - 3.4.1 Maintains and updates clinical knowledge and skills based on current nursing education practices.
    - 3.4.2 Within the framework of the nursing *Scope of Service (1.32.02)* and The Clinical Recognition Program (See guidelines, <http://pcs.mgh.harvard.edu>), collaborates with nurse manager /clinical nurse specialist to identify his/her developmental

level of practice (attached); with clinical leadership, identifies appropriate learning experiences to enhance development.

- 3.4.3 Adheres to Department of Nursing requirements for required training.
- 3.4.4 Identifies specific learning needs and goals and develops a plan to meet them.
- 3.4.5 Contributes to relevant committees, professional meetings, continuing educational and/or formal academic programs.

### **QUALIFICATIONS**

Graduation from an accredited nursing program.

New graduates must have a BSN degree.

Current licensure as a Registered Nurse in the Commonwealth of Massachusetts

Reviewed and approved: Nursing Executive Operations 06/03

Reviewed and approved: Nursing Executive Operations 10/07