MANIILAQ ASSOCIATION
03/07

Title: Director of Nursing Services
Division: Nursing Services
Housing Priority: 1
Safety Sensitive: Yes

Range: 19
Status: Exempt-Executive
Covered: Yes
Sensitive: No

POSITION SUMMARY

Oversees the standards of nursing practice in the assessment of the quality of patient care in assigned departments (Acute Care, Outpatient, Specialty Clinic, Staff Development, and Case Management). Participates in the development of patient care programs, policies, and procedures, including ethical and legal concerns. Ensures implementation of an effective and ongoing program to monitor, evaluate, and improve the quality and appropriateness of the nursing services provided. Provides leadership for nursing staff. Participates in the decision-making structures and processes of the Health Services Division.

PRINCIPAL DUTIES AND RESPONSIBILITIES

1. Coordinates collection, analysis, and preparation of information required to evaluate nursing services provided.
2. Coordinates services with other departments.
3. Designs and implements standardization of policies and procedures in nursing ensures consistency with Association-wide policies and procedures.
4. Responsible for compliance with JCAHO accreditation, state, and federal licensure or regulation, Medicare and Medicaid participation requirements, third party and Indian Health Service requirements, and other applicable regulations, guidelines, requirements and statutes in relation to Nursing Services.
5. Participates in the preparation and evaluates outcomes of PI indicators regarding nursing services, financial performance, nursing, and patient/family satisfaction.
6. Participates in activities, which promote professional growth and development for self and staff.
7. Provides evaluations of staff that report directly to Director of Nursing Services.

MINIMUM REQUIREMENTS

Must currently be licensed as a registered nurse in the State of Alaska. A Baccalaureate Degree in Nursing, or Masters in Nursing or Administration is preferred. Five or more years of health care experience including at least three years in health care administration. Knowledge of applicable state and federal regulations, governance of health care organizations; knowledge of JCAHO standards. Ability to work cooperatively with employees, outside agencies and the community. Knowledge of current theoretical approaches to delivery of nursing care and strategies for examining and applying relevant concepts. Knowledge of current leadership, management, and performance ~ improvement concepts and the ability to participate in developing and implementing strategies to address opportunities for improving the nursing care delivered to patients.

DISCLAIMER

The above statements are intended to describe the general nature and level of work being performed by people assigned to this job. They are not intended to be an exhaustive list of all responsibilities, duties, and skills required of people in this job.

REVIEW / APPROVAL

Immediate Supervisor	Date	Second Level Supervisor	Date
Human Resources	Date	Employee	Date