

# POSITION ANNOUNCEMENT

Butler County Court of Common Pleas  
Juvenile Division

**CLASSIFICATION TITLE:** Assistant Charge Nurse – RN

<b>POSTING DATE</b>	Re-Post: February 9, 2016	<b>APPLICATION DEADLINE</b>	Until Position is Filled
<b>FLSA STATUS</b>	Unclassified, Non-Exempt	<b>REPORTS TO</b>	Charge Nurse
<b>EMPLOYMENT STATUS</b>	Full-Time Employee	<b>WORK SCHEDULE</b>	35 hours per work week
<b>SALARY</b>	\$ 40,040.00 annually \$ 22.00 hourly	Monday	8:00 a.m. – 8:00 p.m.
		Wednesday	7:30 a.m. – 8:00 p.m.
		Saturday	8:00 a.m. – 8:00 p.m.
			½ hour unpaid lunch
<b>DEPARTMENT</b>	Corrections	<b>BENEFITS</b>	Eligible
<b>UNUSUAL WORKING CONDITIONS</b>	Expected to work overtime periodically. May be exposed to unpredictable patient behavior, illness &/or infectious diseases. On call in the absence of the Charge Nurse.		

## DISTINGUISHING JOB CHARACTERISTICS

The Assistant Charge Nurse – RN (ASN) shall provide direct medical care to residents of the Juvenile Detention Center to include: performing health assessments of residents under the supervision of the facility physician, verifying prescription medication and dosage and administering to residents, conducting daily review of sick call lists, arranging medical appointments in consultation with the facility physician and facility administration, and providing emergency medical care to residents. The ASN shall perform blood draws when required. The ASN is expected to document medical treatment thoroughly and in compliance with standards of the profession, as well as maintain the privacy of those medical records in compliance with facility policy and HIPPA regulations. The ASN shall also act as a liaison between the Juvenile Court and parents or legal guardians about medical issues that arise during a resident's stay, including medical emergencies, medical appointments, and new prescriptions ordered by the facility physician or a community medical provider. The ASN is responsible for assisting the Charge Nurse in oversight of the operations of the Corrections medical department.

## MINIMUM QUALIFICATIONS

Registered Nurse Certification  
Prompt and Regular Attendance  
Ability to Maintain Confidentiality  
Ability to Work Independently While Meeting Deadlines  
Satisfactory Criminal Background Check

**A letter of interest and resume must be submitted to Butler County Juvenile Court, Attn: Tim Myers, 280 N. Fair Avenue, Hamilton, OH 45011. This information may also be faxed to 513-887-5592. An application may be picked up at the Receptionist's window of the Juvenile Court.**

## Butler County is an Equal Opportunity Employer

Pursuant to the Americans with Disabilities Act of 1993, Butler County will consider all qualified applicants for employment, including persons with disabilities. The applicant must be able to perform the essential functions of this job with or without reasonable accommodation. Upon the request of any qualified applicant, Butler County Juvenile Court will evaluate any reasonable accommodation that may be needed to enable a disabled person to participate in the application process or perform these essential duties. Any request for such an accommodation must be made at the time that the interview or other job-selection procedure is scheduled.