

# **HPM Corporation Job Posting**



**OPEN POSITION:** Registered Nurse  
**CONTRACT:** Hanford Occupational Medical Services Clinic  
**CLASSIFICATION:** Full Time, Non-Exempt (SCA)  
Starting at: \$36.10  
**POSTING PERIOD:** September 12, 2023– Until Filled

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**POSITION SUMMARY:** This position is responsible for occupational health nursing services at the HPMC Occupational Medical Services (HPMC OMS).

## **POSITION RESPONSIBILITIES:**

1. Function in an interdependent role under the direction of the Nursing Services Director, a Physician, or Advanced Practice Clinician.
2. Legally and safely provide client care within the scope of the Washington Standards of Nursing Conduct or Practice (WAC 246-840-700).
3. Provide care which may include Basic Life Support (BLS) for healthcare providers, Advanced Cardiopulmonary Life Support (ACLS) and Advanced First Aid at assigned locations, utilizing appropriate nursing skills.
4. Identify signs and symptoms of illness, injury and disease and provide care as directed by Hanford Occupational Medical Services Nursing Protocols, policies, and procedures.
5. Adhere to Accreditation Association of Ambulatory Health Care (AAAHC) accreditation requirements.
6. Develop processes, policies and procedures for review or update policies and procedures as directed by the Nursing Director.
7. Drug Screens & Breath Alcohol Testing (BAT)
8. Collaborate with department leadership to develop and implement methods to achieve established goals and objectives to ensure “Best in Class” status, including articulating methods to improve efficiency, quality and cost improvements.
9. Establish a compassionate client care environment.
10. Educate and promote health, wellness, and lifestyle changes to foster improved client health status.
11. Actively participate in staff meetings and required training.
12. Ensure required TB screening is current.
13. Establish and maintain a good rapport and professional relationship with fellow employees, providers, and other departments, and clients, including explanation of procedures to clients addressing their concerns.
14. Day shift Monday –Friday at Hanford Occupational Medical Services at 1979 Snyder, Richland, WA. Also required to rotate day and night shift at the 200 West Clinic on the Hanford Site. Other rotations may be required, as defined by leadership.
15. Practice high level of communication with fellow employees and providers.
16. Provide ongoing training to certified Medical Assistants (MA).
17. Document progress notes in standard Subjective, Objective, Assessment and Plan (SOAP) format in an EHR.
18. Assist with infection control program and protect clients and co-workers by adhering to infection-control practices, including aseptic practices and Bloodborne Pathogens regulations.

19. Support international travel medicine program.
20. Support the Human Reliability Program (HRP).
21. Administer appropriate medications and/or pharmaceuticals, including oxygen, under the direction of a physician or advanced practice clinician.
22. Serve as backup to case management.
23. Maintain client confidentiality.
24. Adhere to and foster acceptable health and safety practices.
25. Perform other related duties as assigned.

**ESSENTIAL SKILLS & EXPERIENCE:**

To perform this job successfully, an individual must have the minimum educational credentials from an accredited school, college or university and be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skills and/or abilities required.

1. Valid, unrestricted Washington State nurse license.
2. BLS and ACLS health care provider certification required.
3. Required skills include knowledge of nursing processes, performing physical assessment, infection control, BLS, ACLS and basic computer skills.
4. Must be able to work in different locations and different shifts.
5. Ability to train MAs to perform tasks delegated by the physicians.
6. Knowledge of standard precautions for infection control.
7. Knowledge of correct injection technique of immunizations.
8. Ability to operate and maintain cardiac equipment in a safe manner.
9. Maintain the integrity of confidential data.
10. Ability to document patient visits using the SOAP format.
11. Ability to be flexible, organized, and function under stressful situations.
12. Ability to perform blood glucose, testing with proficiency and accuracy.
13. Maintain professional and technical knowledge by attending educational offerings, reviewing professional publications, and participating in professional nursing organizations.

**DESIRED SKILLS & EXPERIENCE:**

The following skills or experience are highly valued, but not required to perform the essential functions of this position.

1. Bachelor's degree in nursing.
2. Knowledge of OSHA Standards and Washington State L & I regulations.
3. Certified Occupational Health Nurse (COHN) or Certified Occupational Health Nurse Specialist (COHNS) certification. Certification may be substituted for required years of experience.
4. Registered Nurse with a minimum of 3 years of occupational health nursing with documented case management experience and an understanding of workers compensation and return to work process.
5. Certified Occupational Hearing Conservationist (COHC) certification and the ability to perform hearing tests. (Will provide training)
6. NIOSH spirometry certification and the ability to perform pulmonary function testing. (Will provide training).
7. Certified DOT Drug and Alcohol Testing Technician (will provide training).

**SUPERVISION RECEIVED:** This position reports to the Nursing Services Director.

**SUPERVISION EXERCISED:** This position does not directly supervise any employees.

**TYPICAL PHYSICAL DEMANDS & WORK ENVIRONMENT:** The physical demands and work environment characteristics described here are representative of those that must be met by an employee to successfully perform the essential functions of the job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- *Physical demands:* While performing the duties of this job, the employee may be required to walk, sit or stand for extended periods of time; reach with hands and arms; balance; stoop; talk or hear; have sufficient manual dexterity to operate a keyboard, calculator, telephone and other such office equipment as necessary; may occasionally move and/or lift up to 50 pounds or more with assistance. Specific visual abilities required by the job include close vision, distance vision, color vision, peripheral vision, depth perception, and the ability to adjust focus.
- *Mental limitations:* Clear and conceptual thinking ability; excellent judgment, troubleshooting, problem solving, analysis, and discretion; ability to handle work-related stress; ability to handle multiple priorities simultaneously; and ability to meet deadlines. Must be mentally adaptable and flexible in dealing with a variety of people and able to answer questions and provide guidance in a professional and friendly manner.
- *Work environment:* Work may be performed at multiple locations and will involve frequent contact with other HPMC and project employees, customers, clients, representatives and vendors; may come in contact with patient body fluids; potential for puncture wounds from sharps; work may be stressful at times; interaction with others is frequent and may be interruptive; may occasionally work hours outside of typical work schedule to accommodate needs; opportunities for local travel may occur; the noise level in the work environment is usually minimal.

Although this position is open until filled, qualified applicants that apply by September 29, 2023, will be given first consideration.

This contractor and subcontractor shall abide by the requirements of 41 CFR §§ 60-300.5(a) and 60-741.5(a). These regulations prohibit discrimination against qualified individuals on the basis of protected veteran status or disability and require affirmative action by covered prime contractors and subcontractors to employ and advance in employment qualified protected veterans and individuals with disabilities. Women, Minorities, Veterans, and Individuals with Disabilities are encouraged to apply. We are an Affirmative Action and Equal Opportunity Employer.

HPM Corporation is a VEVRAA Federal Contractor. Women, Minorities, Veterans, and Individuals with Disabilities are encouraged to apply. We are an Affirmative Action and Equal Opportunity employer.

HPM Corporation is an equal opportunity employer and federal contractor or subcontractor. Consequently, the parties agree that, as applicable, they will abide by the requirements of 41 CFR 60-1.4(a), 41 CFR 60-300.5(a) and 41 CFR 60-741.5(a) and that these laws are incorporated herein by reference. These regulations prohibit discrimination against qualified individuals based on their status as protected veterans or individuals with disabilities and prohibit discrimination against all individuals based on their race, color, religion, sex, sexual orientation, gender identity or national origin. These regulations require that covered prime contractors and subcontractors take affirmative action to employ and advance in employment individuals without regard to race, color, religion, sex, sexual orientation, gender identity, national origin, protected veteran status or disability. The parties also agree that, as applicable, they will abide by the requirements of Executive Order 13496 (29 CFR Part 471, Appendix A to Subpart A), relating to the notice of employee rights under federal labor laws.