NEW

AUG 0 2 1977

OHIO CLASSIFICATION SPECIFICATION *Developed for Equal Opportunity*	CLASS TITLE: Nurse Supervisor 2	CODE: 65516 C
	MAJOR AGENCIES: County Offices, Universities	JURISDICTION: County, Univ.

FUNCTION: Under administrative direction from higher level supervisor or director, directs nursing operations of entire shift; supervises registered nurses & licensed practical nurses; provides direct professional patient care; completes administrative tasks;

-PERFORMS RELATED DUTIES AS REQUIRED

RANK	% OF TIME	JOB DUTIES	MAJOR WORKER CHARACTERISTICS
1	31-51	Directs work of all personnel on assigned shift; plans, assigns & reviews work of RNs & LPNs, evaluates performance; trains & orients new employees; interviews applicants; handles disciplinary problems.	Knowledge of (1) nursing practices & procedures, (2) supervision, (3) management, (4) employee training & development, (5) counseling; skill in (6) providing professional nursing care to physically ill & injured; ability to (7) demonstrate general physical fitness, (8) establish friendly atmosphere as supervisor of work unit, (9) understand technical & scientific field of study.
2	29-49	Provides professional nursing care to patients, residents, students &/or staff; supervises & assists with special clinics; assists physicians with medical & surgical procedures; provides emergency care & first aid as needed.	Knowledge of 1, 2, (10) first aid; skill in 6; ability to 7, 8, 9.
3	16-26	Performs related administrative tasks; purchases supplies & equipment; supervises records maintenance; serves as liaison with families, insurance companies & general public; explains policies; completes reports.	Knowledge of 1, 2, 3, (11) public relations; ability to (12) calculate fractions, decimals & percentages.

(867)

128:1-7-17

*Developed after employment

UNUSUAL WORKING CONDITIONS:	MINIMUM CLASS REQUIREMENTS: *(including license, if any.)*	TRAINING & DEVELOPMENT:
Works shifts, occasional weekends & holidays.	1 course in counseling (or 1 mo. exp.); 3 courses in public relations (or 3 mos. exp.); 3 courses in employee training & development (or 3 mos. exp.); 3 courses in management (or 3 mos. exp.); 6 courses in supervision (or 6 mos. exp.); or equivalent. Requires current licensure as registered professional nurse in State of Ohio.	