



EMPLOYMENT OPPORTUNITY
REASSIGNMENT/TRANSFER OR FROM ELIGIBLE LIST ONLY

CLASS: 2323 **TITLE:** CLINICAL NURSE SPECIALIST
 (as2) **[MEDICAL/SURGICAL]**

SALARY: \$4,098 - \$6,394 Biweekly

DEADLINE: November 6, 2009
POSTED: October 23, 2009

JOB DESCRIPTION:

San Francisco General Hospital's **Medical Surgical Nursing Division** is accepting applications for **one (1) full-time** position in class 2323 Clinical Nurse Specialist [Medical/Surgical] to coordinate a Cardiology focused program. **SHIFT:** Variable. **PATIENT/CLIENT POPULATION:** Adults, and elderly adults.

All City and County of San Francisco employees are designated Disaster Service Workers through state and local law (California Government Code Section 3100-3109). Employment with the City requires the affirmation of a loyalty oath to this effect. Employees are required to complete all Disaster Service Worker related training as assigned, and to return to work as ordered in the event of an emergency.

Appointment Type: Permanent Class 2323 employees within the Department of Public Health are encouraged to apply. Non-permanent applicants must be on the current eligible list for Class 2323 Clinical Nurse Specialist [Medical/Surgical] adopted on October 7, 2009.

ESSENTIAL DUTIES:

Under general supervision of the Nursing Director, the Clinical Nurse Specialist for Medical Surgical/Cardiology performs specialized clinical nursing duties and serves as the clinical expert for the Medical/Surgical Cardiology patients. The essential job functions include the following:

- Functions as part of the clinical team; assists the nurse manager to coordinate day-to-day administrative and supervisory aspects of cardiology patient care programs;
- Delivers cardiology training to nursing staff, other healthcare professionals, and community agencies;
- Intervenes when needed in direct patient care to assist nurses and other health care providers with clinical problem-solving for complex patients;
- Works closely with other healthcare disciplines and physicians to develop, implement, and evaluate Cardiology teaching programs and materials;
- Interprets, coordinates, and implements new and existing policies, methods and procedures for nursing care in the Medical/Surgical units;
- Interprets specific areas of staff and patient needs;
- Keeps informed of current practices and trends and incorporates them into practice;
- Works in cooperation with other members of a multi-disciplinary health team;
- Makes professional contacts with a variety of public, private and professional institutions/organizations;
- Performs of other related duties as assigned/required.

CONTINUED

SFGH SPECIFIC DUTIES:

- Monitors current trends and developments in cardiology care.
- Manages Quality Improvement of cardiology patients.
- Develops, implements, and evaluates evidence-based practice.
- Actively participates in research.
- Provides leadership in cardiology education.
- Develops and monitors cardiology clinical programs.
- Acts as a cardiology CNS resource to families, nursing staff, and other healthcare professionals.

MINIMUM QUALIFICATIONS:

1. Possession of a current, valid California Registered Nurse (RN) license issued by the Board of Registered Nursing (BRN); **AND**
2. Possession of a Clinical Nurse Specialist (CNS) certification issued by the Board of Registered Nursing (BRN); **AND**
3. Possession of a Master's Degree in Nursing, Public Health, or a closely related field; **AND**
4. One (1) year (equivalent to 2,000 hours) of nursing experience in medical/surgical care and/or ICU in an acute care facility.

Verification/Waiver: Verification of qualifying experience, education, and/or training is required at the time of filing. Candidates unable to do so may submit a letter requesting a waiver of this requirement indicating the reason(s) verification cannot be obtained. Failure to submit verification or request for waiver will result in application rejection.

Condition(s) of Employment:

All qualified candidates who have been selected for appointment to positions in all specialty areas must be an eligible billable provider and will be required to meet the following criteria:

- Be eligible to participate in Medicare, Medicaid and/or other federal health care programs;
- Possess a National Provider Identifier (NPI);
- Submit a completed credentialing application and/or required documentation for credentialing; **AND**
- Possess a valid third-party billable provider certification (such as Medicare, Medi-Cal and/or private insurance) OR have submitted a completed billable provider application, along with the required documentation, in order to obtain the appropriate billable provider status.

Failure to meet these criteria and/or 'Conditions of Employment' within two (2) weeks **PRIOR** to start work date may result in the delay of appointment and/or cancellation of employment offer. Once appointed, all qualified candidates/employees will be required to retain these qualifications throughout length of employment. Failure to demonstrate (show proof) of qualifications shall result in the termination of employment.

Cardiopulmonary Resuscitation (CPR) Certificate Requirement / Provision:

Possession of a valid Cardiopulmonary Resuscitation (CPR) Certificate issued by the American Heart Association is required as a provision to employment for all positions. Eligibles who do not possess such a certification may participate in this examination process and be appointed to a position(s), but will be required to obtain the certificate within two (2) weeks of hire date and maintain validity throughout length of employment. A photocopy of the valid Cardiopulmonary Resuscitation (CPR) Certificate must be provided to the appropriate supervisor of the appointment within the allotted time frame. Failure to demonstrate/show proof of possession of valid certification within two (2) weeks of hire date and throughout length of employment may result in dismissal and/or termination of employment.

DESIRED QUALIFICATION(S):

- One (1) year experience as a RN within the last three (3) years in an acute care facility.

APPLICATION PROCEDURE:

Interested individuals must submit a resume and City and County of San Francisco (CCSF) employment application to **Ana Sampera, RN, CNS, MSN Nursing Director, Medical/Surgical Nursing, Nursing Administration, Room 2A35, San Francisco General Hospital, 1001 Potrero Avenue, San Francisco, CA 94110 by November 6, 2009.** CCSF employment applications may be obtained from DPH Human Resources Services, 101 Grove Street, Room 210, SFGH Human Resource Services, 2789 25th St., LHH Human Resource Services, 375 Laguna Honda Boulevard, or from the website identified below. Applicants with disabilities requiring reasonable accommodation during the interview process may contact the person/department listed. **www.dph.sf.ca.us**

**PLEASE NOTE: APPLICANTS MEETING THE MINIMUM QUALIFICATIONS
ARE NOT GUARANTEED AN INTERVIEW**

*The Department of Public Health is an Equal Opportunity Employer
Women, Minorities, and Persons with Disabilities are encouraged to apply*