**RN-Clinic**

**Elsun Staffing & Consulting Services – Houston, TX**

**Company-Confidential**

**Job Description**

As a Registered Nurse, you will be assigned to perform direct and indirect patient care within the structure of any of the following: Family Practice, Urology, Plastic Surgery, Pediatric, Internal Medicine and Obstetrics/Gynecology. Responsibilities include caring for and educating patients about their conditions, as well as establishing trust and building rapport with patients and their families. Required to follow universal precautions at all times.

**ESSENTIAL JOB DUTIES AND RESPONSIBILITIES:**

* Implement patient care services: Perform intake procedures for patients.
* Perform procedures for routine check-up visits.
* Assist Physician with clinical services.
* Perform interim problem visits and respond to patient telephone inquiries.
* Assist clients with referrals to other sources of medical care.
* Serve as a nursing role model, and provide insights into patient care and management.
* Gather statistics for monthly reports and as requested by program director.
* Maintain various logs and tracking systems to ensure appropriate follow up care is provided to patients.
* Accept job related training and development in new tasks and technologies.
* Performs other related duties incidental to the work described herein as may be assigned or delegated.
* Comply with all company policies, procedures and regulatory requirements.
* Performs all other duties as assigned by management.

**EDUCATION/LICENSURE/CERTIFICATION QUALIFICATIONS:** 1. A basic degree in nursing from an accredited program.2. A valid Texas Registered Nursing license. License must be kept current to retain employment.3. Ability to work with people of all socioeconomic levels.4. Bilingual ability preferred, but not required.

**SKILLS AND EXPERIENCE:** 1. High ethical standards.2. Well-organized and self-directed.3. Team player.

Job Type: Full-time