



# YUMA COUNTY

## RECRUITMENT ANNOUNCEMENT

**Position:** Detention Nurse Supervisor  
**Department:** Sheriff's Office  
**Classification:** Exempt – Not Eligible for overtime compensation  
**Salary:** \$35.54 / hr. D.O.Q.  
**Grade:** 129  
**Close Date:** Until Filled

THE COUNTY OF YUMA DOES NOT DISCRIMINATE ON THE BASIS OF RACE, COLOR, NATIONAL ORIGIN, SEX, RELIGION, AGE OR DISABILITY

### NATURE OF WORK:

Under general supervision, performs professional nursing services of considerable difficulty in the supervision of health services to prisoners within the Yuma County Detention Center; supervises medical staff. This position has department specific responsibility.

### EXPERIENCE & EDUCATION:

Bachelor's Degree in Nursing, Public Health or related field, three (3) years of experience as a Registered Nurse, preferably in a Corrections/Detention Center setting and one (1) year of lead or supervisory experience; **OR** an equivalent combination of education and experience.

### ADDITIONAL REQUIREMENTS:

May be required to successfully complete a background check, polygraph, and drug test prior to appointment; must possess and maintain a valid driver's license.

The above information is intended to describe the general nature of this position and **is not** to be considered a complete statement of duties, responsibilities and requirements.

#### **\*\*NOTE\*\***

Reasonable accommodations will be made in order for an "otherwise qualified applicant" with a disability to participate in any stage of the recruitment process. Requests for accommodation must be made through the Yuma County Human Resources Department in advance of the event, or as soon as practical, so that necessary arrangements can be made (928) 373-1013 OR TDD (928) 373-1013.

**Apply:**  
**Yuma County Human Resources - 198 S. Main St., Yuma, AZ 85364**  
**Phone: (928) 373-1013 Fax (928) 373-1153 Job Line (928) 373-6090**  
**Website: [www.yumacountyaz.gov](http://www.yumacountyaz.gov)**  
**See Reverse Side For More Information**

# Detention Nurse Supervisor

**EXAMPLES OF WORK:** *(Illustrative Only)* Supervises and evaluates health services personnel, activities, and programs; monitors all aspects of prisoners' clinical care; recommends and implements strategies and care to detect, prevent and control diseases in a Detention Center; supervises and coordinates the daily operations and activities of support personnel, to include work schedules, work assignments, performance evaluations, and recommends personnel actions; conducts staff meetings, orientation, and training to new hires and staff; ensures subordinates are in compliance with department's directives and County, State and Federal Laws relating to medical services; develops and implements new and revised operational and strategic plans, programs, policies and procedures; prioritizes special projects; provides health-related education and counseling; responds and provides solutions to complaints regarding services rendered; assists and monitors the budget expenditures; reviews medical bills for accuracy; maintains supply inventory and ordering; prepares technical and statistical reports relating to services; reviews, documents and maintains various reports and record keeping requirements; monitors prisoners' health records and charts; responds to medical emergencies, provides physical assessment, nursing diagnosis, intervention, and evaluation to prisoners; interviews prisoners to obtain medical information and prescription data; participates in suicide watches of at-risk prisoners for signs and symptoms of self-infliction of harm; collaborates with physicians and other health care providers; assists physicians with special procedures and treatments; provides medications and treatments as prescribed by a physician; administers Hepatitis shots, TB tests, blood samples and processes specimens to the laboratory; ensures sanitary conditions of the work area, equipment, and instruments are maintained and area security procedures are followed; represents the department on various county committees, boards, and other functions; regular and reliable attendance is required; perform other duties as assigned.

## **KNOWLEDGE, SKILLS AND ABILITIES:**

**Knowledge of:** County policies and procedures; Federal, State, and County laws related to inmates, and Sheriff's Office Detention Center policy and procedures; theories, principles, practices and concepts of health practices, maintenance and prevention; principles and practices of epidemiology; nursing theories, principles and practices; health education and counseling; principles and practices of supervision and health care administration; community resources and public health programs; principles and methods of budget expenditure control; safety standards and medical confidentiality requirements; required detention and security training.

**Skills in:** Analyzing and evaluating programs needs, identifying problems, and developing feasible solutions; clinical health practices and physical health assessments; solving complex health care issues; community assessments, health program planning, development and evaluation; supervising and leading personnel; monitoring budget expenditures; assessing and prioritizing multiple tasks, projects and demands; preparing complete and accurate medical reports, records, and statistical data; responding appropriately to emergency situations; the use of medical instruments and laboratory equipment; dealing impartially with people of different social, economic, and ethnic background; operating computerized technology and job-related software applications.

**Ability to:** Lead, and delegate tasks and authority; learn, understand, apply and follow rules, regulations, instructions, and medical practices and procedures; enforce and explain laws, rules, and regulations with firmness, tact, impartiality and discretion; exercise independent judgment, initiative, and creative problem solving; give and receive orders and to work as a team supervisor in a structured working environment; provide effective nursing services and patient

## Detention Nurse Supervisor

### KNOWLEDGE, SKILLS AND ABILITIES CONTINUED:

care and in the use of medical equipment utilized; handle and recognize unusual medical, physical or mental conditions of inmates; write reports, complete forms, accurate documentation, and compile statistics; react quickly and effectively to emergency situations; independently with minimal supervision; establish and maintain effective working relationships with supervisors, employees, other agencies and the public, including law enforcement and physicians; follow written and verbal instructions; communicate clearly, both verbally and in writing.

**WORK ENVIRONMENT/PHYSICAL DEMANDS:** Work is performed in a secure detention facility (correctional institution) and in a general office environment; direct inmate contact; work a variety of scheduled shifts, irregular hours, and/or on-call status, as necessary; may work non-standard hours, to include shift work, holidays, and weekends; exposure to body fluids, communicable diseases, and unpleasant odors; walk, stand and sit for a period of time; frequent standing, walking, lifting, pushing/pulling, kneeling, crouching, bending, twisting, and climbing stairs; visual and muscular dexterity to operate: computer equipment, telephone, and two-way radio maintaining constant vigilance to the surrounding area; utilized two-way radio to hear and respond to: radio communications, voice instructions, and/or commands; operate a motor vehicle and travel to/from various locations; random urinalysis testing; annual TB skin testing.

EOE/AA/ADA/M/F/V/D  
DRUG FREE WORKPLACE

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