



**Disability Services  
Safety and Claims Management**  
Department of Executive Services  
Human Resources Division  
500 4<sup>th</sup> Avenue, Room 500  
Seattle, WA 98104  
(206) 477-3350  
(206) 296-0514 FAX

Employee :

Claim # :

## JOB ANALYSIS

Job Title:	Jail Nurse		
Department:	Public Health	Division:	Jail Health Services
DOT Title:	Nurse, Staff	DOT #:	075.364-010
SVP:	7	Requestor:	Teresa Fager
Worksite Address:	Seattle and Regional Justice Center 500 5th Avenue, Seattle, WA 98104 And 620 West James Street Kent, WA 98032	Office Contact Name/ Phone/ Email:	Debbie Wilkinson 206-618-8324 debbie.wilkinson@kingcounty.gov
Original Analyst:	Kyle Pletz, VRC, CDMS		Analysis Date: 9/23/19
Update Analyst:			Update Date:

☒ On-Site    ☐ Interview    ☐ Representative

### JOB DUTIES:

Assess health status using complete history and physical assessment, including drug and alcohol withdrawal. Triage health complaints and establish nursing plans of care. Administer treatments and medications monitor for side effects, collect specimens, follow policies and guidelines; respond to emergencies, perform CPR, document using SOAP format. Participate in multi-disciplinary team, present patients for phone consultation.

### ESSENTIAL FUNCTIONS ACCORDING TO THE EMPLOYER:

All King County jobs require ability/essential function to:

- Demonstrate predictable, reliable, and timely attendance.
  - Follow written and verbal directions to complete assigned tasks on schedule.
  - Read, write, and communicate in English & understand basic math.
  - Learn from directions, observations, and mistakes and apply procedures using good judgment.
  - Work independently or as part of a team and interact appropriately with others.
1. Provides general nursing services for jail inmates/patients.
  2. Assesses patients upon admission to facility, screening for health condition requiring ongoing care.
  3. Makes appropriate referrals for admission to specialized care units for medical or psychiatric care.
  4. Develops care plans as to assure appropriate monitoring and follow-up.
  5. Screens and prioritizes patients to be seen by reviewing written requests ("kites"), charts, treatment sheets, referral calls and face-to-face patient requests.
  6. Uses clinical nursing assessment skills including observation, physical examination, chart review and history-taking, determines need for referral to advanced practice medical providers.
  7. Evaluates patients for drug or alcohol withdrawal, refers according to established guidelines.
  8. Assesses patient health conditions according to the jail services "Guide to Nursing Practice".
  9. Coordinates with Licensed Practical nurses and function as clinical consultant to assure completion of patient care activities.
  10. Has the ability to work all shifts and a variable schedule.

### EXPERIENCE, QUALIFICATIONS, KNOWLEDGE, SKILLS:



## King County Job Analysis

Job Title : Jail Nurse

Employee :

DOT # : 075.364-010

Claim # :

Current Washington state Registered Nurse license. Graduation from a National League of Nursing accredited program or its equivalent. Ambulatory care/ER experience preferred. Current CPR, venipuncture, and pharmacology knowledge. Excellent communication skills. Must be able to ambulate throughout multi-floor facility and climb stairs rapidly. Computer skills required.

**Machines, Tools, Special Equipment, Personal Protective Equipment Used:** Computer, wheelchair, oxygen, syringes, Pyxis machine, Hoyer Lift, and blood pressure cuff. Assessment tools which may include a stethoscope, otoscope, IV equipment, Dynamap, disaster bags, glucometer, reflex hammer, oxymeter, laboratory test equipment. The employee may also use emergency response equipment that may include defibrillator/AED, backboard, bandages, emergency kit, cervical collar, ambu bag and suction machine. Lab coat, gloves, N95 mask (for contagious respiratory conditions), mask and eye protection.

## PHYSICAL REQUIREMENTS

Frequency Scale	Strength	Work Pattern
<b>N</b> = Never	<input type="checkbox"/> Sedentary	<input checked="" type="checkbox"/> Full-time
<b>S</b> = Seldom (1-10 %, up to 48 min)	<input type="checkbox"/> Light	<input type="checkbox"/> Part-time
<b>O</b> = Occasional (11-33%, 49 min. – 2 hr 40 min)	<input checked="" type="checkbox"/> Medium	<input type="checkbox"/> Seasonal
<b>F</b> = Frequent (34-66%, 2 hr 41 min – 5 hr 20 min)	<input type="checkbox"/> Heavy	8-12 Hours Per Day
<b>C</b> = Constant (67-100%, more than 5 hr 20 min)	<input type="checkbox"/> Very Heavy	3-5 Days Per Week
		FLSA Exempt <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

### Work Pattern (continued)

This job is considered MEDIUM by the US Department of Labor.

There are multiple shifts as the facilities operate 24 hrs./day 365 days/yr. There are 8 hr., 10 hr., and 12 hr. shifts.

Job Demand	Frequency and Weight (lbs.)					Activity Description
	N	S	O	F	C	
Lifting floor – waist		1-10				Up to 1 min./time, 1 hr. total while manipulating, EKG machine (10 lbs.), audiometer and other medical supplies.
		11-20				Up to 30 sec./ time, 30 min. with while manipulating boxes of supplies and EKG machine.
		21-50				Up to 10-30 sec./time, 7-10 min in total, with up to 50 lbs., while manipulating patients, responding to emergencies, giving care in the infirmary, toileting, responding to codes, etc.

**King County****King County Job Analysis**

Job Title : Jail Nurse

Employee :

DOT # : 075.364-010

Claim # :

Job Demand	Frequency and Weight (lbs.)					Activity Description
	N	S	O	F	C	
<b>Lifting</b> waist–shoulder		1-10 11-20 21-50				Up to 1 min./time, 1 hr. total while manipulating, EKG machine (10 lbs.), audiometer and other medical supplies.  Up to 30 sec./ time, 30 min. with while manipulating boxes of supplies and EKG machine.  Up to 10-30 sec./time, 7-10 min in total, with up to 50 lbs., while manipulating patients, responding to emergencies, giving care in the infirmary, toileting, responding to codes, etc.
<b>Lifting</b> above shoulder		1-5				Up to 10 sec./time, 1 min. total while manipulating items on upper shelves such as medical supplies, IV bag, reference materials, binders etc.
<b>Carry</b> (Distance/Surface)		1-10				Up to 5 min./time, 3 hrs. total while moving binders, notepads, bag (5 lbs.), ream of paper (5 lbs.), EKG machine (1-2 lbs.), spirometer, blood pressure cuff (1 lb.), ream of paper, audiometer and other medical supplies.
<b>Pushing/Pulling</b> (Distance/Surface)				1-30		Up to 1/4 mile/ time with a force of 15-30 lbs., up to 4 hrs. Total while opening and closing doors, maneuvering the medication cart (15 lbs.) to distribute medications to the patients, and maneuvering the emergency cart with up to 30 lbs. of force when responding to an emergency situation.

Physical Demands	Frequency					Activity Description
	N	S	O	F	C	
Sitting				X		Up to 1.5 hrs./time, 3.5 hrs. total while using the electronic medical record to document, review and revise patient charts and notes.
Standing				X		Up to 1.5 hrs./time, 4 hrs. total while preparing and administering medications as well as when conversing with co-workers and patients.
Walking				X		Up to 1/4 mile, up to 15 min./time, 4 hrs. total while distributing medications to inmates and performing triage duties. The Staff Nurse may also need to walk as far 1/4 mile to administer critical medications to inmates and respond to codes in a timely fashion.
Perform Work on Ladders		X				Rarely use a step ladder (up to 2 steps) approximately 3-4x/week.
Climbing Stairs		X				Up to 1 min./time, up to 30 steps, up to 15 times total in a work shift. Most commonly occurs while providing medications to patients and responding to emergencies.



## King County Job Analysis

Job Title : Jail Nurse

Employee :

DOT # : 075.364-010

Claim # :

Physical Demands	Frequency					Activity Description
	N	S	O	F	C	
Balancing		X				Up to 5 min./time, 15 min. total while using a stepstool when obtaining/putting away supplies on upper shelves; walking on wet floors after cleaning.
Stooping / Bending				X*		10 min./time, 4 hrs. total while taking blood pressure, attending to patients on the ground that may be seizing or unconscious, dressing wounds, removing supplies from low cabinets and shelves, and speaking to patients through waist-high pass-through.  *On a rare occasion a Staff Nurse may be required to respond to an emergency situation by bending to administer CPR or medical aid for up to 20 min./time.
Twisting at Neck			X			Up to 30 sec./time, 1 hr. total while performing injections/immunizations, stocking supplies, measuring babies, performing physical assessments, assisting providers with procedures and picking up toys/supplies.
Twisting at Waist			X			Up to 30 sec./time, 1 hr. total while performing injections/immunizations, stocking supplies, measuring babies, performing physical assessments, assisting providers with procedures and picking up toys/supplies.
Squatting / Kneeling				X*		10 min./time, 4 hrs. total while taking blood pressure, attending to patients on the ground that may be seizing or unconscious, dressing wounds, removing supplies from low cabinets and shelves, and speaking to patients through waist-high pass-through.  *On a rare occasion a Staff Nurse may be required to respond to an emergency situation by bending to administer CPR or medical aid for up to 20 min./time.
Crawling	X					
Reach waist to shoulder					X	Up to up to 4 hrs. time, 8 hrs. hours total while pouring and administering medications, typing, reviewing and revising medical files and kites, taking blood pressure of patients, dressing wounds, performing physical examinations, as well as obtaining medications and supplies.
Reach above shoulder		X*				Up to 15 sec./time, 30 min. total while removing and replacing files as well as reaching for medications and supplies on high shelves or in high cabinets.  *On a rare occasion when responding to an emergency situation a Staff Nurse may need to hold an I.V. bag above the shoulder for up to 10 min./time.



**King County**

## King County Job Analysis

Job Title : Jail Nurse

Employee :

DOT # : 075.364-010

Claim # :

Physical Demands	Frequency					Activity Description
	N	S	O	F	C	
Reach below waist				X*		10 min./time, 4 hrs. total while taking blood pressure, attending to patients on the ground that may be seizing or unconscious, dressing wounds, removing supplies from low cabinets and shelves, and speaking to patients through waist-high pass-through.  *On a rare occasion a Staff Nurse may be required to respond to an emergency situation by bending to administer CPR or medical aid for up to 20 min./time.
Keyboarding				X		Up to 15 min./time, 5.5 hrs. total while performing computer duties for triage, intake, treatments, medication verification, etc.
Wrist Flexion/Extension			X			Up to 30 sec./time, 1 hr. total while performing injections/immunizations, stocking supplies, measuring babies, performing physical assessments, assisting providers with procedures and picking up toys/supplies.
Handle/Grasp				X		Up to 4 hrs./time, 8 hrs. total while performing activities that may include preparing and distributing medicines to patients, removing and replacing files and charts, grasping the handle of the emergency or medication cart, using assessment tools, physically manipulating patients, and performing physical examinations.
Forceful Grasp		X				Up to 30 sec./time, 5 min total while restraining patients during invasive procedures.
Fine Finger Manipulation				X		Up to 15 min./time, 6.5 hrs. total while performing computer duties for triage, intake, treatments, medication verification, etc., charting and removing pills from individual packaging.
Hand Controls		X				Up to 1 min./time, 30 min. total while taking blood pressure of patients, operating glucometer, Pixsys machine, operating a dynamap, and utilizing emergency equipment such as a suction machine or defibrillator.
Foot Controls		X				Rarely for wastebasket or sink controls.
Repetitive Motion			X			Body Part: fingers Cycles/hr: 200+
Vibratory Tasks – High	X					
Vibratory Tasks – Low	X					
Talking					X	Up to 4 hrs./time, 8 hrs. total while conversing with Detention Officers, co-workers, and patients.
Hearing					X	Up to 4 hrs./time, 8 hrs. total while conversing with Detention Officers, co-workers, and patients as well as taking blood pressure and performing assessments. The Staff Nurse also needs to listen for disturbances in the jail or potentially harmful situations.
Visual – Near Acuity					X	Computer screen and documents that may have small print.
Visual – Far Acuity		X				Persons within clinic.



**King County**

## King County Job Analysis

Job Title : Jail Nurse

Employee :

DOT # : 075.364-010

Claim # :

Physical Demands	Frequency					Activity Description
	N	S	O	F	C	
Visual – Depth Perception			X			Performing invasive procedures, such as injections.
Visual – Color Discrimination		X				Reading lab tests (dip sticks); performing visual inspections (such as skin inspection). Color vision is required.
Visual – Accommodation		X				Between computer screen, coworkers, patients, superiors and staff.
Visual – Field of Vision			X			Interacting with patients that may have behavioral or mental health issues. Identifying safety issues.
Exposure to Weather		X				Rarely traversing to/from meetings.
Extreme Cold		X				Ice packs or items in fridges. Liquid nitrogen.
Extreme Hot	X					
Wet and / or Humidity			X			Washing hands and using hand sanitizer.
Proximity to Moving Mechanical Parts			X			Exam Tables.
Exposure to Explosives		X				Liquid nitrogen, oxygen tanks.
Atmospheric Conditions		X				Liquid nitrogen, oxygen tanks, airborne illnesses.
Exposed Heights	X					
Exposure to Electricity	X					
Exposure to Toxic /Caustic Chemicals		X				Silver Nitrate; toxic waste containers.
Exposure to Radiation	X					
Noise Intensity	<input type="checkbox"/> Very Quiet <input checked="" type="checkbox"/> Quiet <input checked="" type="checkbox"/> Moderate <input type="checkbox"/> Loud <input type="checkbox"/> Very Loud					May have screaming patients.
Other:		X				Work is performed in a Correctional Facility setting with direct interaction with felon and misdemeanor inmates. Workers are exposed to potentially contagious conditions or infectious fluids as well as various cleaning solutions and pepper spray. The noise level is moderately loud with background noise and echoes. On a rare occasion the Nurse may use an ammonia capsule, which releases a small amount of ammonia in to the air. Employee is exposed to biohazards when handling sharps.



**King County**

## King County Job Analysis

Job Title : Jail Nurse

Employee :

DOT # : 075.364-010

Claim # :

### Analyst's Comments:

A cart is available to reduce carrying.

### Possible Employer Modifications:

### Update Comments (if applicable):

**Note:** The information for this job analysis was gathered by either on-site observation, interview and / or is representative of the labor market as indicated on page one. Additional data may have been obtained from standardized industry resources such as the DOT, GOE, COJ, OOH, WOIS and O-NET. On occasion, practicality and feasibility prevent the direct observation and/or gathering of objective, quantifiable data. For this reason, a "best estimate" may have been used.

### Analyst:

Kyle Pletz, VRC, CDMS

Vocational Consultant

Date

11/14/19

### Update (if applicable):

Vocational Consultant

Date

### Employer Verification:

Debra G. Wilber

Name

Date

11/14/19

### Employee Verification: (optional)

Name

Date



**King County**

## King County Job Analysis

Job Title : Jail Nurse

Employee :

DOT # : 075.364-010

Claim # :

### MEDICAL PROVIDER:

- ☐ I agree that the employee can perform the physical activities described in this job analysis and can return to work. Date employee is released to return to work if different from today's date: \_\_\_\_\_
- ☐ I agree the employee can perform the described job but only with modifications (describe in comments section). Modifications are needed on a ☐ permanent basis or ☐ temporary basis.
- ☐ The employee **temporarily** cannot perform this job based on the following physical limitations:

**Anticipated release date:** \_\_\_\_\_

**Treatment plan:** \_\_\_\_\_

- ☐ The employee is **permanently** restricted from performing the physical activities described in this job analysis based on the following physical limitations (state objective medical findings):

### Comments:

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Print Name

- ☐ Attending Physician    ☐ Consulting Physician    ☐ Pain Program Physician
- ☐ IME Physican    ☐ PCE Therapist    ☐ OT / PT Therapist    ☐ PEP Physician