



# **PUNJAB PUBLIC SERVICE COMMISSION**

## **JOB DESCRIPTION/JOB ANALYSIS FOR THE POST OF NURSING ASSISTANT (11) IN THE POLICE DEPARTMENT (SPECIAL PROTECTION UNIT), PUNJAB (CASE NO.64G2020)**

### **MAIN RESPONSIBILITIES AND TASKS**

He shall perform the following duties: -

1. The Adult Medical Surgical RN is responsible for managing the care of the adult or elderly patient experiencing general medical conditions or general surgical procedures, which require general assessments related to specific conditions, and general therapies and interventions. The Adult Medical Surgical RN is responsible to the Clinical Manager for assigned Adult Medical Surgical Unit.
2. Should be able to give appropriate first aid to all kinds of trauma/accident injured patients.
3. Should have knowledge of medicines being administered to patients to various ailments/illness.
4. Conducts an individualized patient assessment, prioritizing the data collecting based on the adult or elderly patient's immediate condition or needs within time frame specified by client facility's policies, procedures or protocols.
5. Conducts ongoing assessments as determined by the adult or elderly patient's condition and / or the client facility's policies, procedures or protocols and reprioritizes care accordingly.
6. Develops plan of care that is individualized for the adult or elderly patient reflecting collaboration with other members of the healthcare team.
7. Performs appropriate treatments as ordered by physician in an accurate and timely manner.
8. Performs therapeutic nursing interventions as established by individualized plan of care for the adult or elderly patient and his / her family.
9. Provides individualized patient / family education customized to the adult or elderly patient and his / her family.
10. Documents patient assessment findings, physical/psychosocial responses to nursing intervention and progress towards problem resolution.
11. Initiates emergency resuscitative measures according to adult resuscitation protocols.
12. Maintains confidentiality in matters related to patient, family and client facility staff.
13. Provides care in a non-judgmental, non-discriminatory manner that is sensitive to the adult or elderly patient's and family's diversity, preserving their autonomy, dignity and rights.
14. Reports patient condition to appropriate personnel during each shift.
15. Maintains current competency in adult medical surgical nursing.

### **Occasional Tasks and Responsibilities:**

1. Intelligent, adaptability, appearance and bearing.
2. Acceptance of responsibilities in difficult cases.
3. Any other task assigned by the Authority.

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