



## SASH® for All Wellness Nurse Job Description

Job Title: SASH for All Wellness Nurse

Date: [                      ]

Reports To: Joyce St. Jean, Resident Services Manager

Location: Various, as assigned

### **I. Position Summary:**

The SASH Wellness Nurse is a community health nurse responsible for providing and/or overseeing wellness care and health coaching for SASH participants in accordance with Vermont's Nurse Practice Act and the SASH Wellness Nurse Core Competencies. The SASH Wellness Nurse oversees the well-being of participants and their families, and coordinates health services with other members of the SASH Team and community health providers. The nurse provides individual and group education to participants and families on health topics and plays an active role in developing and maintaining relationships with participants, partner agencies, and the SASH for All team. The nurse supports the philosophy of participant-centered partnership consistent with the mission of SASH for All.

### **II. Principal Responsibilities by Intervention Category**

**A. Foundations of Wellness Nursing:** The Wellness Nurse must possess the core knowledge and preventive health-care philosophy fundamental to the SASH wellness nursing practice in the domains of:

- Wellness promotion
- Illness prevention and health preservation
- Child and family development
- Community-based nursing practices

**B. Elements of SASH Wellness Nursing:** The Wellness Nurse must possess competencies that focus on nursing activities, interventions, goals and outcomes that are central to the SASH wellness nursing practice:

- **Care Coordination:** The Wellness Nurse plays a central role in ensuring coordinated care and services are provided for SASH participants and their children by performing the following duties related to the coordinated-care interventions of SASH for All:
  - Conducts wellness assessments with SASH participants and shares relevant information with the SASH for All team.
  - Collaborates with the SASH team on transitions of care, risk reduction, and participant and family needs and goals.
  - Participates in regular SASH team meetings, ensuring close interaction and coordination among care providers without duplicating services.
  - Provides input to SASH Coordinator and SASH Emotional Wellness Clinician on the development of individual Healthy Living Plans (HLPs).
  - As determined in SASH team meetings, takes the lead in implementing targeted interventions when appropriate to help participants meet their self-identified wellness goals.
  - In collaboration with the SASH Coordinator and SASH Emotional Wellness Clinician, monitors participants' progress in reaching their HLP goals and documents any changes to individual HLPs agreed to by the participant; and

- On an as-needed basis, delegates tasks to the SASH Coordinator and SASH Emotional Wellness Clinician in accordance with the Nurse Delegation Procedure to ensure that adequate support is in place for participants.

**C. Support Life -Transitions:** The Wellness Nurse performs the following duties related to the transitional care interventions of SASH:

- Communicates with SASH team members to facilitate safe and effective transitions for SASH participants between off-site care facilities and home, including hospital, rehab, jail, treatment centers.
- Support individuals and families through life transitions to support health and wellness.
- Create group programming for parents and caregivers on available community programs.
- Build strong relationships with partner organizations to facilitate communication and team-based care. Communicates to SASH Coordinator(s) the need for wellness checks and any additional care coordination tasks and delegates any other required duties to the SASH Coordinator or SASH Emotional Wellness Clinician as appropriate in accordance with the Nurse Delegation Procedure.

**D. Self-Management Education:** In concert with the SASH Coordinator, the Wellness Nurse plays an important role in coaching, encouraging and promoting participants about the importance of prevention and self-management of chronic health conditions. The Wellness Nurse provides regular wellness visits and programming (both one on one and in group settings) and performs the following duties related to the self-management education interventions of SASH:

- Preventive wellness care interventions, including blood-pressure clinics, vaccine clinics, evidence based educational programs, medication reviews, overall health status reviews, and sharing of information and resources.
  - Support families to improve the health of their children
  - Medication reviews with each participant, updating the person’s medication record as necessary, communicating any discrepancies or concerns regarding the medication regiment with the participant and with the PCP office if deemed necessary, and collaborating with the participant on a plan for medication self-management.
  - Support participants to manage their mental health through screenings, referrals, 1:1 and group education, medication reconciliation.
  - Support parents and guardians in the physical, mental, developmental, and emotional needs of their children.
  - Monitoring each participant’s overall physical and mental health status, documenting status changes or concerns in the participant’s SASH record, and reporting any changes to the SASH team, family members and PCP as appropriate.
  - Educating participants about their health issues, stressing the importance of participating in activities and evidence-based practices that promote good health (preventative vaccines, screenings, regular physical activity), well-being, build resilience and help manage chronic conditions; and
  - Instilling in participants the importance of regular and open communication with their primary care provider(s).
- **Therapeutic Partnership:** The Wellness Nurse continuously adapts practices to meet the holistic needs of the SASH participant, considering individual socioeconomic, cultural, ethnic and spiritual values and beliefs to develop rapport.

**III. Other General Responsibilities**

- Works independently and as part of a team to carry out job duties.
- Demonstrates basic computer competence and the ability to learn all relevant applications (i.e., electronic health records, care-management systems, spreadsheets, email and office software).
- Understands the critical importance of consistent and accurate data collection to inform SASH clinical outcomes. Enters all data from nursing interactions accurately and consistently into the SASH data system.
- Communicates in a positive and respectful manner with participants, co-workers, visitors and family members.

#### **IV. Professional Standards of SASH Wellness Nursing**

- Demonstrates a commitment to the mission and values of SASH for All and the employing agency.
- Demonstrates respectful and effective communication with co-workers, participants, families and vendors.
- Protects the privacy and confidentiality of information related to participants, families, staff and general organizational operations.
- Follows HIPPA guidelines regarding client confidentiality.
- Conducts self in a safe manner by adhering to all work safety practices, rules and standards.
- Demonstrates a commitment to quality and proactively seeks to make improvements to systems and processes.
- Maintains a professional appearance that is appropriate for the position.
- Reports to work on time, provides advance notice for time off, completes timesheets accurately and appropriately manages combined time off.
- Demonstrates integrity in work habits and the use of SASH resources.
- Willing to occasionally fill in for other Wellness Nurses and perform duties as assigned that may be outside principal responsibilities.

#### **IV. Minimum Qualifications**

Must be currently licensed as a Registered Nurse in Vermont, with demonstrated leadership skills and the ability to exercise sound judgment. At least two years' experience in a clinical setting strongly preferred. Must know standard record-keeping procedures and legal requirements (e.g., progress notes, HIPPA guidelines). Must be able to work independently and as part of a team. Must possess strong organizational and time-management skills and have excellent verbal and written communication skills.

#### **VI. Working Conditions & Physical Demands**

- Must be able to lift/push up to 25 pounds.
- Must be accepting of health conditions and behavior of participants; some may have difficult behavioral challenges and/or demanding family members and/or guardians.
- Must be adaptable to working in an ever-changing, high-pressure work environment.
- Must be in good general health and demonstrate emotional stability.
- Must have driver's license and vehicle and be willing and able to work at various locations.

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