



HUMAN RESOURCE MANAGEMENT DIRECTORATE

Church Folly, Grand Turk, Turks & Caicos Islands. Ph: 649-946-2801, Fax: 649-946-1582

GOVERNMENT VACANCY

JOB TITLE: Clinical Nurse

MINISTRY: Health and Human Services

DEPARTMENT: Primary Health Care

LOCATION: Salt Cay

JOB SUMMARY:

This is a professional nursing position with responsibility for HIV/AIDS/STI patient health care in the HIV Prevention Unit, Primary Health Care clinics and the community at large. Providing professional nursing care to clients according to established standards and policies.

KEY DUTIES AND RESPONSIBILITIES:

1. Participate in preparing a nursing care plan for the individual that includes distribution of medication, home visits, clinic days, monitoring pregnant mothers and infants on medication and DOTs.
2. Participate in initial and ongoing assessment and evaluation of client care
3. Implement actions for selected in and out patient clients as indicated in the nursing care plan, in relation to the level of his/ her level of competence e.g. patient education.
4. Assist in the treatment of clients and diagnostic procedures
5. Participate in maintaining accurate client records and an efficient and effective reporting system.
6. Participate in the planning, implementation and evaluation of client teaching programs.
7. Encourage family involvement in caring for clients.
8. Promote open communication with other members of the health team in maintaining optimum client care.
9. Assist in maintaining and conserving materials and equipment.
10. Assist in the management of clients and conducting outreach sessions on all islands.
11. Responsible for VCT and school education along with Program Officer
12. Assist Program Officer with planning and implementation of activities
13. Assist with Condom distribution
14. Responsible for reporting new cases to Contact Tracing Officer for contact investigation
15. Quarterly report on clients management and new cases to be produced
16. Respond appropriately to emergency situations
17. Maintaining accurate client care records and an efficient and effective reporting system
18. Participating in the development and review of unit goals and objectives
19. Adhere to all Public Service codes, rules and regulations





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20. Perform other related tasks which may be assigned by the job holder's Head of Department.

MINIMUM QUALIFICATIONS & EXPERIENCE:

- Graduate from an approved institution with a certificate in Clinical Nursing
- Certificate in other post basic training such as midwifery, psychiatry and emergency care nursing

Experience:

The position requires at least three (3) years on the job experience in the community to acquire the necessary competencies to effectively respond to the challenges of the job.

SALARY: Grade 5 - \$38,691.00 per annum

APPLICATION PROCEDURE:

Resumes with current contact information must be accompanied by a Cover Letter and two letters of reference (one preferably from a former employer) as well as copies of educational certificates and a copy of the Passport photo page, National Turks & Caicos Islander Status Card (where applicable). Shortlisted candidates must submit a Police Certificate.

Current serving officers must apply through their Head of Department.

Applications without supporting documents will not be processed

We thank all applicants for their interest, however, only persons selected for an interview will be contacted.

