

Nurse (LPN or RN)

Job Description:

Sunflower Ob-Gyn is looking for an LPN or RN to help with rooming patients, assisting with procedures, drawing blood, giving injections, and triaging patients, along with other duties as needed. This position is perfect for a team player who is detail oriented and likes to work in a fast-paced environment.

Duties:

Obtain health history, vital signs, current medication list, reason for visit

Set up for and assist with in-office medical procedures

Administer IM injections and vaccines

Perform lab draws, hemoglobin checks, urinalysis

Schedule patients for follow up appointments and outpatient procedures

Notify patients and guardians of lab results and subsequent follow-up

Coordinate with providers to complete FMLA and short-term disability paperwork

Triage medical concerns as needed

Prior authorize medications and medical procedures as needed

Other duties as assigned

Preferred Experience and Attributes:

Current LPN or RN licensure required

Strong communications skills, critical thinking skills, and ability to work well as a team player

Detail oriented and able to work in a fast-paced environment

Experience working in a medical office preferred

Knowledge of obstetric and women's health care preferred

Hours:

Monday-Thursday 8:00AM to 5:00PM

Friday 8:00AM to 1:00PM

Approximately 40 hours per week

Reports to:

Clinical Nurse Supervisor

Pay Scale:

\$19-22 depending on experience