

## Employment Opportunities

EO-433

April 5, 2024

“Employment Opportunities” (EO) is a job clearinghouse for non-profit organizations. A one-time listing in Positions Available for LeadingAge Wisconsin members/subscribers is \$50 for a direct reply and \$75 for a blind ad. The fee for non-members for a onetime listing in Positions Available is \$100 for a direct reply and \$125 for a blind ad.

Employment Opportunities are typically included in our *Member Updates* newsletter. Ads submitted also are displayed on the LeadingAge Wisconsin website which can be found at:

[www.leadingagewi.org/services-education/employment-opportunities](http://www.leadingagewi.org/services-education/employment-opportunities).

### **EO-1024      Infection Control Nurse – Reedsburg, Wisconsin**

The purpose of the Infection Control Nurse is to assist with new employees training for the Sauk County Health Care Center and to provide and arrange on-going training for all nursing staff and other facility staff as appropriate. The Infection Control Nurse is also responsible for assessing, developing, implementing, monitoring, and managing the Infection Prevention and Control Program (IPCP) and Antibiotic Stewardship Program (ASP).

#### **Job Duties and Responsibilities**

- Interview and provide training for all nursing staff at the Health Care Center.
- Plans and conducts in-service training for all staff in consultation with the Administrator, Director of Nursing, and Assistant Director of Nursing and other leadership staff. Researches and prepares in-service training materials. Analyzes nursing and nursing assistant's performance evaluations to determine weaknesses and in-service emphasis.
- Conduct nursing and nursing assistant training sessions and arrange competency testing to ensure the highest standards of care, per federal and state regulations, are being maintained.
- Screen new employees upon hire and staff annually, under the direction of the Medical Director, for communicable diseases including but not limited to tuberculosis and then deliver vaccinations to employees and maintain employee vaccination records.
- Maintain knowledge of current training requirements for staff training and certification. Maintain knowledge of current nursing and CNA training materials, professional literature and texts.
- Assist Administrator, DON, ADON, and Medical Director to develop, implement, and update policy and procedures.
- Observe and monitor nursing, dietary, housekeeping, and laundry tasks for compliance with Infection Control procedures as directed by the Director of Nursing.
- Maintain Occupational Health considerations (e.g., employee vaccinations, exposure control plan, tuberculosis prevention, and work exclusions)
- Maintain resident and staff infection control line list.
- Reporting weekly to NHSN.

- Gather data and submit reports at QAPI meetings.
- Ensures that education and counseling on infection prevention is available for staff, volunteers, medical staff, patients and visitors.
- Support and participate in interdisciplinary performance and quality improvement process.
- Maintains current knowledge of federal, state and local regulations and ensures that the facility leaders are informed of appropriate issues. Understands and complies with infection control, safety and OSHA procedures and regulations.
- Maintain nurses and CPR licenses.
- Document nursing and nursing assistance in-service training according to state and federal program regulations. Update nursing and nursing assistant training documents and informs all staff of training progress.
- Complete and maintain fit testing records for all staff.
- Acts as a unit nurse or supervising nurse as shortages occur.
- Acts as a back-up for ADON with the completion of MDS assessments and participate in care plan conferences.
- Report required NHSN data and all COVID regulatory management duties: testing, vaccine, and exemptions. Be up to date on implementations of regulations/policies.
- Obtain logins to WIR and NHSN.
- Provide non nursing staff with completed in-service documentation.
- And other duties as assigned.

### **Knowledge, Skills and Abilities**

- Maintain all relevant certifications.
- Communicate verbally and in writing with all staff in the Health Care Center, residents, residents' families, physicians, vendor representatives, state and federal regulators, State Nursing Registry representatives, prospective employees, and visitors.
- Advisory data and information such as medical charts, Physician's Desk Reference, Nursing Drug Reference, incident/accident reports, admission and discharge documents for residents, laws, ordinances, regulations, various manuals, and routine and non-routine correspondence.
- Explain, demonstrate, and clarify to others established policies, procedures, and standards.
- Computer skills, such as word processing, spreadsheets, and database management.
- Calculating percentages, fractions, decimals, volume, ratios, and spatial relationships, and interpreting basic descriptive statistical reports.
- Compare, count, differentiate, measure, sort, classify, compute, tabulate, and/or categorize data and/or information.
- Assemble, copy, record, and transcribe data and/or information.
- Apply functional and situational reasoning by exercising judgement, decisiveness, and creativity in everyday routine and non-routine situations.
- Use fine and gross motor skills to perform tasks such as operating mechanical lifts, stethoscopes, sphygmomanometers, computers, and any other mechanical medical device deemed suitable for use in the facility.
- Exert effort in moderate to heavy work, such as lifting, carrying, pushing, pulling, stooping, crouching, squatting, balancing, and standing for long periods of time.
- Recognize and identify degrees of similarity and differences between characteristics of colors, forms, sounds, odors, textures, etc. associated with objects, materials, and ingredients.
- Maintain knowledge of standard and transmission-based precautions, and prevention of infections.
- Knowledge and experience with the completion of the MDS assessments and RAI manual.
- Knowledge and training in infection preventionist role or willing to complete training to meet requirements

of the role.

### **Environment**

- Occasionally unsafe and uncomfortable in respects to temperature variations, odors, toxic agents, noise, and disease.

### **Required Working Hours**

Standard working hours may vary between first shift, second shift, and third shift. Please note these hours are subject to change and additional hours may be needed or required. Reimbursement for such additional hours are subject to state and federal regulations.

### **Education and Experience Requirements**

**Required:** Associate's degree in Nursing  
5 years of supervisory experience in nursing

**Licenses/Certifications:** Registered Nursing License (RN)

**Preferred:** Bachelor's degree in Nursing  
Nursing experience with the geriatric population  
Previous training experience

*Any combination of education and experience that provides equivalent knowledge, skills and abilities may be considered.*

*Sauk County is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, the County will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective and current employees to discuss potential accommodations with the employer.*

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