



LOS ANGELES COUNTY - DEPARTMENT OF HEALTH SERVICES

**High Desert Health System  
Supervisor (SCNI) – Urgent Care**

Seeking a highly qualified Supervising Clinic Nurse I (SCNI) to assume responsibilities for the day-to-day operations in the High Desert Regional Health Center Urgent Care Clinic. The SCNI will provide direct supervisory support to the staff. The SCNI is responsible for oversight of the urgent care nursing team, which rapidly identifies patients by acuity and seeks the appropriate level of care. The SCNI functions as a resource during emergencies, providing direction to the staff and communicating with the providers. The SCNI reports to the Nurse Manager.

**RESPONSIBILITIES:**

- ❖ Supervise nursing staff in the Urgent Care Clinic through coordination of the patient care flow and serving as a clinical resource.
- ❖ Create monthly staffing schedules and utilize resources appropriately.
- ❖ Verify accuracy of time and attendance for subordinate staff.
- ❖ Conduct monthly staff meetings and effectively communicate with all staff members.
- ❖ Plan, implement, and evaluate a competency based education program for each nursing staff for orientation and continuing performance validation.
- ❖ Serve as a preceptor and mentor new staff.
- ❖ Advocate and promote high quality patient care. Assess the quality of patient care based on direct observations, medical record reviews, and patient satisfaction.
- ❖ Evaluate staffing based on patient care needs and employee competencies.
- ❖ Supervise and maintain procurement of equipment and supplies.
- ❖ Interpret, communicate and enforce policies and procedures.
- ❖ Formally evaluate employee performance and implement change through valid and reliable performance improvement plans.
- ❖ Execute evidenced-based practice into a dynamic fast-paced setting.

**DESIRABLE QUALIFICATIONS:**

- ❖ Minimum of two years recent direct patient care in an Urgent Care Clinic or Emergency Room.
- ❖ Experience dealing with any situation that ranges from a simple pathology to a full resuscitative event.
- ❖ ACLS and PALS certified.

Submit a copy of your resume, performance evaluations and attendance records for the past two years to:

Petra Ajodha  
High Desert Health System  
335 East Ave I, Lancaster, CA 93535  
Phone 661.471.4242 Fax 661.524.2353  
[pajodha@dhs.lacounty.gov](mailto:pajodha@dhs.lacounty.gov)

Subject to closure without prior notice.

This is not an official examination  
bulletin.

Candidates must currently be a permanent County of Los Angeles employee who hold the payroll title of Supervising Clinic Nurse I to be considered for a lateral transfer or a reachable candidate on the DHS certification list to be considered as a new-hire. Resumes will be accepted until the needs of the department are met.