



Harbor-UCLA
MEDICAL CENTER
EYE CLINIC, OUT-PATIENT DEPARTMENT
Registered Nurse I

Position: Harbor-UCLA Medical Center Out-Patient Department is seeking a motivated Registered Nurse I who can help manage a specialty clinic and be part of an exciting medical team.

Duties for this position include:

- Working with physician, nurse, and ancillary staff to facilitate optimal treatment for all patients (clinic, office, and hospital)
- Perform work with integrity, respect, and empathy towards patients, visitors, and co-workers to ensure a professional and courteous environment
- Assume accountability and responsibility of daily nursing activities to ensure compliance with standards of care and policies and procedures
- Possess critical thinking, decision making, leadership, organizational, delegating and problem solving skills
- Work effectively with a diverse and challenging patient population
- Extremely organized who will assist in coordinating patient care from initial referral through to procedure or surgery for the Ophthalmology department
- Schedule pre and post-operative appointments for the patient
- Coordinate with the providers and monitor their schedules to ensure there is no overlapping or overbooking
- Sensitive to assist the patients and family members to process their needs both pre and post-operatively.
- Flexible, energetic, motivated, committed, dedicated, and ability to remain calm in a stressful situation and adaptable to new situations

Qualifications:

- License to practice as a Registered Nurse issued by the state of California
- Must be reachable on the RN I/ RRN Certification list or hold the position of a Relief Nurse
- One year experience as a Registered Nurse
- BLS Certification

Desirable Skills:

- Excellent interpersonal public skills, professional and positive demeanor
- Preferably with excellent computer knowledge and skills
- Posses with leadership, organizational, decision making, and delegating skills ability

Interested applicants should submit a letter of interest, resume, copy of performance evaluations, and time records to:

Richard Guitche: Rguitche@dhs.lacounty.gov
Alen Noel: Anoel@dhs.lacounty.gov
Nurse Recruitment and Retention Center
1000 W. Carson Street, Torrance CA. 90509
Phone: (310) 222-2512 or Fax: (310) 787-0065

EOP posted on 6-13-14

The position will remain open until the needs of the service are met