



Texas Emergency Medical Task Force

Position Description: TX EMTF MMU Charge Nurse

POSITION DESCRIPTIONS: Texas Emergency Medical Task Force (TX EMTF) Mobile Medical Unit (MMU) Charge Nurse

Reports to:

TX EMTF MMU Group Supervisor.

Supervises:

Nurses, medics, patient care technicians assigned to care team in their designated area.

Position Specific Requirements:

The TX EMTF MMU Charge Nurse assumes responsibility for the TX EMTF MMU care team assigned and this position is accountable for the quality and efficiency of patient care services provided during an activation of the TX Emergency Medical Task Force (TX EMTF) by the TX Department of State Health Services (DSHS). He/she performs clinical tasks within the standard scope of care and maintains clear and accurate documentation. All TX EMTF MMU Team members, including the TX EMTF MMU Charge Nurse, are responsible for assisting in mobilization and de-mobilization of the TX EMTF MMU and all its support units. He/she requires the ability to define problems, collect and review data, and draw conclusions. TX EMTF MMU staff must have the ability to work in a non-traditional medical facility, in potential adverse conditions with no guarantee of regular scheduled breaks or meals. All team members must understand they may be required to rest in coed quarters during deployments.

Qualifications and Skills:

- + Be actively employed by an agency and/or facility with a signed TX EMTF Memorandum of Agreement (MOA) with the Lead Regional Advisory Council (RAC).
- + ICS 100, 200, 700, 800 or Hospital Incident Command System (HICS) equivalent.
- + Must have a valid registered nursing license (or compact state license) in Texas and must be actively practicing as a registered nurse in a critical care setting.
- + Nurses must have current BLS, ACLS and PALS/ENPC cards or equivalent.
- + TNCC/ATCN is preferred but not required.
- + Must have experience or are currently practicing as a Charge Nurse in an acute care setting.
- + Approved by the TX EMTF MMU Group Supervisors
- + A comprehensive knowledge of the EMTF organizational structure, operating procedures, safety practices, terminology, and communications protocols.
- + Successfully completed TX EMTF Medical Incident Support (MIST) Training.
- + An understanding of other disaster response organizations.
- + Knowledge of the practical application of available technology used to support missions and objectives including WebEOC & Comms equipment.
- + An awareness of the hazards associated with various disaster environments.
- + A knowledge of supervisory and personnel management techniques.
- + A knowledge of diplomatic planning and problem solving.



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Assigned Duties:

- + Supervises nurses, medics, patient care technicians assigned to care team
- + Provide patient care within the TX EMTF MMU and performs clinical tasks within the standard scope of care.
- + Maintains accurate patient care records and documentation.
- + Assist with mobilization and demobilization of the TX EMTF MMU
- + Coordination of all TX EMTF MMU activities and support requirements.
- + Receiving briefings and ensuring that all TX EMTF MMU personnel are
 - o kept informed of mission objectives and status changes.
 - o Providing regular situation reports to the Medical Operations Sections Chief &/or IST.
 - o Preparing and maintaining records and reports, as required.
 - o Performing additional tasks and duties, as assigned during a mission.
 - o Adhering to all safety procedures.
- + Ensuring the completion of all the required reports and maintenance of records.
- + Ensuring incident stress management activities are conducted.
- + Preparing performance evaluations for assigned personnel (ICS-225).
- + Providing accountability, maintenance, and minor repairs for all issued equipment in coordination with assigned Logistics Manager.
- + Make daily staff assignments for medical unit staff and provide supervision for personnel and other medical resources.
- + Ensure medical unit staff adhere to proper timekeeping, work-rest ratio, and other applicable guidance.
- + Provide leadership on incident medical resource decision making.
- + Receiving briefings and ensuring that all TX EMTF MMU personnel are kept informed of mission objectives and status changes.
- + Plan for and evaluate information and risk on any emergency and coordinate resources to efficiently provide care for, extricate, and transport patient(s) to definitive care in remote, austere settings with limited communication.
- + Providing regular situation reports to the Task Force Leader and/or State Coordination Office.
- + Preparing and maintaining records and reports, as required.
- + Manage Risk
- + Account for and monitor health, safety, and welfare of assigned personnel.
- + Anticipate staffing needs and ensure an appropriate level of medical support providers are available and staged as needed throughout the incident.
- + Establish and maintain positive internal and external interpersonal working relationships.
- + Maintain all required incident documentation generated through operation of the incident medical unit.
- + Ensuring incident stress management activities are conducted.
- + Performing additional tasks and duties, as assigned during a mission.