



**Job Code:** 6677  
**Grade:** RG2  
**HCWR:** N

**Job Title**  
In-House Registry Nurse Specialty

**Department**  
Operating Room

**Job Summary**

The In-House Registry Nurse Specialty is specially trained to practice nursing during the Perioperative period. The dimensions of practice range from preoperative assessment to intra operative intervention to postoperative evaluation. It is practice designed to meet a patient's needs through the nursing process, ensuring continuity of care during the surgical experience.

**Typical Duties**

- Day of Surgery
- Performs in scrub or circulating role.
- Checks the following day's assignments so as to be prepared in anatomy, the surgeon's preference, and sequence of procedure. If special instrumentation or prosthetics are requested, ensure they have arrived and familiar with usage
- Attends report at scheduled time
- Damp dusts operating room surfaces
- Checks supplies against preference cards, obtaining any missing items
- Ensures that required blood products are readily available in the Blood Bank
- Opens sterile supplies with scrub staff
- Performs initial baseline counts according to John H. Stroger Jr. Hospital (JSH) Policy and Procedures
- Checks spotlights, connects suction, and electrical equipment
- Greets patients in Pre-Op area and receives hand-off communication from Pre-Op nurse; refers the Pre-Op admission policy; assures patients are in operating room fifteen (15) minutes before scheduled start of surgery
- Checks patient documentation preoperatively to ensure that chart is complete with: all appropriate consents signed, proper patient identification and verified with Pre-Op during hand off; Labs/X-ray, etc. (refers to policy)
- Assesses the physical and psychosocial needs of the patient; provides physical and emotional support, as needed; explains routines and procedures to patients, as needed
- Assists patients in moving to the O.R. table; requests assistance if necessary for moving and/or positioning; secures safety belt
- Keeps noise level to a minimum
- Assures surgeon and assistant (if applicable) are present in the operating room before anesthesia begins; remains next to the patient during anesthesia induction; assists anesthesiologist, as needed
- Performs pre-induction and pre-incision time out, checks with surgical team and anesthesia staff
- Assesses patient skin integrity on arrival to and prior to transfer from O.R.
- Assists in positioning of the patient
- Properly places grounding pad; refer to Electrosurgical Policy
- Performs skin prep per departmental policy



**Typical Duties**

- Assists in gowning surgeons, assistants, etc.
- Connects suction and electro-surgical unit
- Pours medications on back table: ensures labels on all solutions and medications are to be checked by both scrub and circulating staff ensures expiration date is reviewed by both the scrub and circulating staff; ensures Anesthesiologist is notified whenever Xylocaine, Cocaine, Neosynephrine, or other similar drugs are on the field
- Maintains an ongoing assessment of supplies needed on the surgical field vs. supplies in the room
- Ensures instrument, needle, and sponge counts are performed in the event of permanent relief of either the scrub or circulating staff
- Contacts Holding area to call for the next scheduled case prior to closure of case in progress
- Notifies Control Desk if room is running late and may delay the next scheduled surgery
- Documents all supplies, implants and medications used during procedure
- Remains in the operating room at all times unless properly relieved by another Registered Nurse (if case in progress mandates leaving OR to secure additional supplies, notifies scrub staff prior to exiting the room)
- Prepares tape for dressings, gurney, and suction towards the end of procedure
- Accurately performs and documents final sponge, needs, and instrument count with scrub staff according to JSH Policy
- Cleans patient, applies dressings, and connects drains
- Assists anesthesiologist (i.e., extubation)
- Completes and documents all nursing interventions performed in the operating room
- Transfers patient to gurney
- End of Procedure
- Cleans and stocks room
- Ensures all sutures, and supplies are returned to their proper place
- Returns furniture to its designated area
- Returns equipment to its designated storage area
- Ensures specimen(s) and slips have been transported to, and placed in, the specimen refrigerator
- Assists in collecting equipment for workroom
- Assists in cleaning of operating room
- Completes documentation and submits to Main Operating Room Office
- Signs out of Operating Room
- Documents time next case is scheduled in the room
- Performs special weekly assignments, as needed
- Clinical Work Activities
- Supports the John H. Stroger, Jr. Hospital, Department of Nursing Philosophy and goals
- Assumes responsibility of individual clinical competence and continuing education
- Participates in educational activities to increase competency
- Acts as a role model/preceptor for staff, orientees, and students in collaboration with other nursing staff and the clinical instructor
- Participates in staff nurse meetings, unit conferences, patient care conferences, etc., to coordinate nursing and medical management of patient care
- Seeks involvement in committees and professional organizations



**Typical Duties**

- Provides care that demonstrates ethical beliefs and respect for patient rights
- Incorporates current research into nursing practice
- Supports research efforts conducted within the division/department
- Contributes to the efficient management operation of the Perioperative area

**Minimum Qualifications**

- Licensed as a Registered Professional Nurse in the State of Illinois
- Two (2) years of Operating Room experience within the past six years
- Current Basic Life Support (BLS) certification

**Preferred Qualifications**

- Bachelors of Science in Nursing from an accredited college or university
- Two (2) years of Cardiothoracic OR experience in the scrub and circulating roles
- Two (2) years of Neurosurgery OR experience in the scrub and circulating roles
- Two (2) years of Vascular OR experience in the scrub and circulating roles
- Two (2) years of Orthopedic OR experience in the scrub and circulating roles
- One (1) year of OR robotics experience in the scrub and circulating roles
- One (1) year of Operating Room nursing experience in the scrub and circulating roles
- Certification in Perioperative nursing
- Bilingual

**Knowledge, Skills, Abilities and Other Characteristics**

- Demonstrates working knowledge of the current requirements of accrediting and regulatory agencies
- Excellent interpersonal, verbal and written communication skills necessary to a variety of people from different socio-economic backgrounds
- Strong emergency response skills
- Strong customer service and empathy skills
- Demonstrate analytical and organizational, problem-solving, critical thinking, and conflict management/resolution skills
- Demonstrate attention to detail, accuracy and precision
- Ability to resolve complex patient/administration problems and research issues
- Ability to prioritize, plan, and organize projects and tasks
- Ability to maintain a professional demeanor and composure when challenged
- Ability to function autonomously and as a team member in a multidisciplinary team
- Ability to see and hear clearly (including with correction)
- Ability to tolerate exposure to unpleasant noise, odor and temperature
- Ability to walk extensively, lift moderately heavy objects, and climb stairs
- Ability to consistently push, pull, twist, turn, bend, kneel, stoop, lift and reach above shoulder and stand for prolonged periods of time.
- Ability to make appropriate and timely decisions in a crisis or emergency situation
- Ability to work and communicate effectively with a variety of individuals



**Knowledge, Skills, Abilities and Other Characteristics**

- Ability to perform and/or direct cardiopulmonary resuscitation activities

**Physical and Environmental Demands**

This position is functioning within a healthcare environment. The incumbent is responsible for adherence to all hospital and department specific safety requirements. This includes but is not limited to the following policies and procedures: complying with Personal Protective Equipment requirements, hand washing and sanitizing practices, complying with department specific engineering and work practice controls and any other work area safety precautions as specified by hospital wide policy and departmental procedures.

**The above statements are intended to describe the general nature and level of work being performed by people assigned to this classification. They are not intended to be construed as an exhaustive list of all responsibilities, duties and skills required of the personnel so classified.**

**For purposes of the American with Disabilities Act, “Typical Duties” are essential job functions.**