



**Standard Job Description**

**Job Code:** 9194  
**Grade:** NS4-None  
**HCWR:** N

**Job Title**  
Clinical Nurse Leader

**Department**  
Nursing Administration

This position is exempt from Career Service under the CCH Personnel Rules.

**Job Summary**

The Clinical Nurse Leader (CNL) provides patient care, clinical consultation, mentorship, staff and patient education, policy and education authorship and clinical, research and evidence-based practice expertise within the Department of Nursing. The CNL identifies, develops, implements and evaluates process and performance improvement plans in the provision of patient care and Nursing clinical practice. In collaboration, leads the adherence to regulatory compliance and progression to quality and clinical excellence. As a staff resource, the CNL provides clinical expertise in complex clinical settings and develops, implements and evaluates Nursing education as a component of Nursing competency and continual process and performance improvement. The CNL are clinical and practice experts seek opportunities to create patient care optimization and efficiency while continually focused on quality, safety and regulatory compliance.

**General Administrative Responsibilities**

*Collective Bargaining*

- Review applicable Collective Bargaining Agreements and consult with Labor Relations to generate management proposals
- Participate in collective bargaining negotiations, caucus discussions and working meetings

*Discipline*

- Document, recommend and effectuate discipline at all levels
- Work closely with labor relations and/or labor counsel to effectuate and enforce applicable Collective Bargaining Agreements
- Initiate, authorize and complete disciplinary action pursuant to CCH system rules, policies, procedures and provision of applicable collective bargaining agreements

*Supervision*

- Direct and effectuate CCH management policies and practices
- Access and proficiently navigate CCH records system to obtain and review information necessary to execute provisions of applicable collective bargaining agreements



**General Administrative Responsibilities**

*Management*

- Contribute to the management of CCH staff and CCH' systemic development and success
- Discuss and develop CCH system policies and procedures
- Consistently use independent judgment to identify operational staffing issues and needs and perform the following functions as necessary; hire, transfer, suspend, layoff, recall, promote, discharge, assign, direct or discipline employees pursuant to applicable Collective Bargaining Agreements
- Work with Labor Relations to discern past practice when necessary

**Typical Duties**

- Provides patient care and clinical consultation within an area of clinical expertise.
- Works in collaboration with other Clinical Nurse Leaders, Nursing staff and other members of the interprofessional care team to ensure optimal patient care and Nursing practice to improve the quality of care through ongoing evaluation of patient outcomes.
- Mentors Nursing staff to support transition from novice to expert Nursing practice.
- Educates patients and staff with a goal of adoption and acceptance of information and incorporation into patient care or Nursing practice.
- Creates and implements policies, patient education materials, staff education and other materials to support excellence in Nursing practice and patient care.
- Participates in and/or leads clinical research and evidence-based practice changes.
- Participates and leads the development, implementation, and evaluation process and performance plans.
- Leads or participates in celebrating success in the Department of Nursing.
- Serves on and/or leads, departmental, divisional or system-wide committees.
- Leads and/or participates in educational needs assessment of staff and in staff competency validation and education.
- Serves as a resource and/or mentor to staff nurses, charge nurses and nurse preceptors.
- Oversees the work of nurse clinicians and educators.
- Participates in student education with established academic affiliates.
- Leads and/or participates in efforts to maximize efforts around quality, safety and regulatory compliance.
- Assists and/or leads professional Nursing staff professional development by assessing, implementing and evaluating staff learning and supporting Nursing staffs' professional growth.
- Plans, develops, implements and evaluates Nursing orientation.
- Contributes to the Nurse Coordinator or Director of Nursing annual and episodic review of staff performance.
- Performs other duties as assigned.

**Minimum Qualifications**

- Master's of Science in Nursing (MSN) from an accredited college or university
- Licensed as Registered Professional Nurse in the State of Illinois or the ability to obtain prior



### **Minimum Qualifications**

to starting employment

- Three (3) years of full-time relevant clinical nursing experience
- Two (2) years of nursing leadership experience
- Prior experience improving the quality and safety outcomes for patients
- Must possess an active Basic Life Support (BLS) certification
- Additional certification(s) required based on clinical department:
- Peri-Operative and Emergency Department: Advanced Cardiac Life Support (ACLS) and Pediatric Advanced Life Support (PALS)
- Adult Critical Care: ACLS: Advanced Cardiac Life Support (ACLS)
- Maternal Child: Advanced Cardiac Life Support (ACLS), Pediatric Advanced Life Support (PALS) and Neonatal Advanced Life Support (NALS)
- Ambulatory: Ambulatory Nursing-Board Certification (AMB-BC) or other relevant American Nurses Credentialing Center (ANCC) recognized certification and prior experience working in a Primary Care Medical Home (PCMH) setting
- Must be able to travel to all CCH affiliates on an as needed basis.

### **Preferred Qualifications**

- Doctorate degree in Nursing from an accredited college or university
- Evidence of advanced nursing coursework in pathophysiology, clinical assessment, finance management and healthcare systems leadership
- Clinical Nurse Leader certification
- National Certification in the clinical area of expertise for which the individual will be working
- Bilingual

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

- Knowledge and clinical expertise in a defined area of Nursing clinical practice
- Knowledge, skills and abilities to serve as a mentor and clinical expert and to work respectfully and effectively with patients and staff in a culturally diverse work environment
- Knowledge and expertise in infection prevention and control practices
- Excellent listening, verbal, and written communication skills necessary to communicate with all levels of staff and a patient population composed of diverse cultures and age groups
- Strong interpersonal skills
- Ability to conduct oneself in a consistently professional manner
- Strong analytical and organizational, problem-solving, critical thinking, and conflict management/ resolution skills to identify opportunities, obtain best practice information pertinent to the improvement
- Ability to perform literature review of recent research and develop evidence-based systems and solutions
- Ability to follow specific engineering, work practice controls and work area safety precautions
- Attention to detail
- Ability to multi-task and be effective and efficient in a fast-paced and dynamic work environment



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

- Ability to adhere to system, hospital, and department policies and standards

**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.**