UNIVERSITY OF SOUTHERN CALIFORNIA
Research Nurse
Job Code: 185607

Grade: HG
OT Eligible: Yes
Comp Approval: 7/1/2006

JOB SUMMARY:
Functions as a team member in the recruitment, assessment, treatment, data collection and follow-up for patients enrolled in a research study.

JOB ACCOUNTABILITIES:

* Select E (ESSENTIAL), M (MARGINAL) or NA (NON-APPLICABLE) to denote importance of each job function to position.

**E/M/NA**  **% TIME**

______ ______ Monitors patient's status throughout the study. Reviews and evaluates health status, lab findings and reactions.

______ ______ Informs physicians regarding patient's response to treatment and/or medications, adherence to protocol's schedule, need to reevaluate treatment and specific medical concerns.

______ ______ Interacts with patients and families to ensure study compliance, obtain information and provide emotional support.

______ ______ Manages data collection. Obtains, verifies, organizes, codes and enters data. Completes forms and maintains files.

______ ______ Performs basic nursing procedures such as phlebotomy, vital signs, and other tests specific to the study. May administer treatments specific to the study.

______ ______ Assists in patient recruitment. Explains study to patients and potential patients and verifies eligibility. Ensures that all applicable forms and other required paperwork are completed.

______ ______ Functions as liaison with patient's personal physician, other research studies, affiliated hospitals and other medical personnel.

______ ______ Schedules tests and follows through on completion and return of results.

______ ______ Collects and processes specimens for transport to laboratories.

______ ______ Performs other related duties as assigned or requested. The University reserves the right to add or change duties at any time.

EMERGENCY RESPONSE/RECOVERY:

Essential: [ ] No
[ ] Yes

In the event of an emergency, the employee holding this position is required to “report to duty” in accordance with the university's Emergency Operations Plan and/or the employee's department's emergency response and/or recovery plans. Familiarity with those plans and regular training to implement those plans is required. During or immediately following an emergency, the employee will be notified to assist in the emergency response efforts, and mobilize other staff members if needed.
JOB QUALIFICATIONS:

Minimum Education:
  Bachelor's Degree

Minimum Experience:
  1 Year

Minimum Field of Expertise:
  RN, eligible for CA licensure, current CPR certification, clinical research experience

Preferred Experience:
  2 Years

Preferred Field of Expertise:
  The above, plus 2-3 years directly applicable experience.

Supervises: Level:
  May oversee student, temporary and/or casual workers.

SIGNATURES:

Employee: _____________________________ Date: ___________________________

Supervisor: ___________________________ Date: ___________________________

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

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