

# Position Description Volunteer Nurse

Culmore Clinic is a 501-C (3) healthcare clinic serving low-income adults in the Bailey's Crossroads community at little to no cost. Its mission is to provide excellent medical care, counseling, and specialty referrals to all, no matter economic or language barriers. With particular interest in effectively serving the community's diverse population, Culmore Clinic offers interpretation services by native speakers and trained medical interpreters to provide culturally sensitive and compassionate care. The Clinic is committed to maintaining a significantly volunteer staff allowing more resources to go toward patient care. The Clinic was founded by the community, for the community and strives to be a safe - haven for all those who wish to give and receive care.

#### **Clinic Hours:**

Tuesdays 10 am – 2:00 pm, and 3:00 pm – 7:00pm Wednesdays 10 am – 2:00 pm and 3:00 pm- 7 pm Thursday 10:00- 2:00pm and 3:00pm –7:00pm

### **Position Summary:**

This position plays a significant role in the care of Culmore Clinic patients. The nurse performs the initial intake, assesses patients for reason of visit, reviews and reconciles medications, takes vital signs, weight, and performs point of care testing as indicated. Administers medications/vaccines as order by provider and provides considerable patient teaching and support during visit check-out, which includes scheduling next follow-up and laboratory appts. In addition, will notify patients of lab/imaging results and assist with prescription refills. .Conducts one-on-one nurse visits as needed. This position also plays a key role in maintaining patient flow throughout ensuring providers stay on schedule.

#### **Requirements:**

- Valid Virginia RN License
- Proof of current CPR certification
- Commitment of 1 year with two 4-hour shifts per month
- An ability to coordinate and communicate schedules at least twice a month in advance to support planning for Clinic coverage.
- Fluency in Spanish prefer.

## Please click here to submit a volunteer application:

https://www.culmoreclinic.org/volunteer-form