



**Contract Forensic Nurse / SANE
Job Posting
Department: Medical**

Williamson County Children's Advocacy Center's (WCCAC) mission is to provide hope, healing, and justice for children and families impacted by abuse, violence, and exploitation in our community. We envision a community where children grow up safe and free from abuse. From the environment we create to our expertly trained staff, we strive to reduce the emotional trauma for children and their non-offending family members.

The culture of the Williamson County Children's Advocacy Center is built on our shared core values – Compassion, Integrity, Community, and Visionary. Compassion and Integrity mean that we work together and make decisions for the greater good – with open, honest, and respectful communication, taking responsibility for what we do and say. Community means that we provide a safe, welcoming, supportive environment that encourages balance, wellness, and team spirit; we create connections through acts of service both inside and outside the organization. Vision means that we learn from our failures, following our relentless curiosity and striving to improve, learn, and grow by asking questions, seeking knowledge, and stretching beyond our comfort zone.

We hire, fire, review, reward, and recognize our teammates based on these characteristics, so it's important that you share these values in order to be part of our team.

Position Overview

The Williamson County Children's Advocacy Center (WCCAC) is a nonprofit that provides free services to child victims of abuse and their non-offending caregivers and other family members. The Forensic Nurse / Sexual Assault Nurse Examiner provides timely, non-judgmental, compassionate care to pediatric and adolescent patients. This will include a medical screening examination followed by a medical forensic examination, pregnancy testing as indicated, pregnancy & sexually transmitted infection prophylaxis as indicated, photographic documentation, referrals for appropriate medical and psychological follow-up, support, and participation in legal proceedings. The FN/SANE is expected to follow protocols established by the Medical Director and/or management of the WCCAC.

Reports To: Director of MDT Support Services, with oversight with Medical Director and FN Coordinator

Commitment Type: Part Time, Contract

Base of Operation: Georgetown, Texas (Clinic, in person)

Salary: Contract, based on qualifications

RELATIONSHIP OF PARTIES

All parties understand that the Forensic Nurse is an independent contractor with respect to the WCCAC and not an employee of the WCCAC. WCCAC will not provide fringe benefits, including health insurance, paid vacation, or any other employee benefits.

Compensation

The WCCAC will compensate the Forensic Nurse for each examination conducted or administrative hours at the Center, and for on-call reimbursement for after-hours and weekends. The reimbursement schedule is determined by the OAG and is subject to change.

Job Type: Part-time, Contract

Pay: Up to \$3,000.00 per month

Scope of Practice

- **Medical Specialty: Forensic Medicine - Pediatrics**
- Demonstrate the ability and knowledge to triage patients to determine if emergent care is needed before the medical forensic exam. If there is an urgent medical need, the child would immediately be referred to the hospital.
- Demonstrate competency in performing a complete medical forensic examination for physical abuse/assault, neglect, sexual assault, and SAFE patients including the history, head-to-toe assessment, anogenital assessment, evidence/ specimen collection, and photographs. Identify, collect, preserve, package, and secure evidence correctly. Maintain a proper chain of custody of all evidence.
- Provide emotional support during the examination. Strive to maintain an excellent quality of care for the patient.
- Complete all documentation including photographs accurately, and concisely.
- Maintain patient confidentiality both verbally and in written records and photographs in accordance with privacy laws, WCCAC policies, and professional ethics.
- Provide treatment as indicated per guidelines.
- Provide discharge instructions with follow-up contact information.
- Coordinate care and referrals for appropriate medical and psychological follow-up.
- Respond to subpoenas and provide testimony in court or before a grand jury.
- Participate in quality assurance chart and photography peer/case review as determined by the Medical Director, Director of MDT Support Services, and FN/SANE group.
- Adhere to all administrative, clinical, and employment policies and procedures.
- Commit to cover a minimum number of days and other scheduling requirements as required. This position requires on-call availability.
- Participate in professional development as required, including staff meetings, MDT meetings, SART Meetings, conferences, and in-services.
- Maintain equipment and supplies in the examination room after each use.
- Clean the examination room after each patient is seen.
- Maintain records and statistics as appropriate.
- Demonstrate continuing education in the field of child abuse with a minimum of eight (8) contact hours every two (2) years.
- Follow universal precautions as outlined by OSHA.

MINIMUM QUALIFICATIONS AND SKILLS

- Maintain clinical expertise as a Forensic Nurse / SANE
 - Current registered nurse license in good standing through the Texas Board of Examiners
 - Minimum of two years of experience as a registered nurse (RN)
- Successfully complete didactic training with:
 - Texas Office of Attorney General
 - International Association of Forensic Nurses
 - Other recognized and approved online courses.
- Successfully complete clinical preceptorship
 - Complete a clinical course with a preceptor who has years of experience in the care of abused pediatric, adolescent, and adult patients.
- Obtain and maintain malpractice insurance.
 - Provide WCCAC a copy of insurance initially and each year it is renewed.
- Obtain and maintain certification as a

- Certified Adult & Adolescent Sexual Assault Nurse Examiner (CA-CP SANE) with the Texas Office of Attorney General or
- Certified Adult & Adolescent Sexual Assault Nurse Examiner (SANE-A) through the International Association of Forensic Nurses or
- Certified Pediatric Sexual Assault Nurse Examiner (SANE-P) through the International Association of Forensic Nurses
- Provide WCCAC with a copy of certifications for employment file.
- Ability to pass annual criminal and DFPS background checks, as well as the National Sex Offender Public Website Registry
- Must also have reliable transportation and possess a valid Texas Driver's License that meets the Center's insurance company's requirement for coverage and provide updated proof of vehicle insurance.

Physical Requirements

- Must be mobile and able to bend, stoop, reach, and moderately lift (up to 30 pounds).
- Must be able to sit or stand at a workstation and/or a computer screen for up to 2 hours at a time.

Reasonable Accommodations Statement: *To accomplish this job successfully, an individual must be able to perform, with or without reasonable accommodation, each function satisfactorily. Reasonable accommodation may be made to help enable qualified individuals with disabilities to perform the functions required.*