

## **CEDAR HILL CONTINUING CARE COMMUNITY JOB DESCRIPTION**

### **Staff Licensed Practical Nurse**

#### **Position Summary**

Under the direction of an RN, assists nursing assistants with all aspects of care as necessary and provides clinical supervision throughout the shift, administers and documents medications and treatments per physician's orders, follows established standards of nursing practices, helps implement facility policies and assessment and care plans. In the absence of an Registered Nurse, assumes charge of the 39 bed nursing unit.

#### **Qualifications**

Education: Graduation from an accredited school of nursing

Licensure: Current LPN in State of Vermont

Experience: One year in geriatrics and long term care preferred. . Competent with Computer programs and comfortable with use of an Electronic Medical Record

**Degree of Supervision: minimal**

#### **Physical Requirements**

- Lifting, carrying, pushing and/or pulling up to 35lbs. on occasion while administering care to resident etc.
- Manual and finger dexterity, and eye-hand coordination
- May have some exposure to communicable diseases
- Stooping, kneeling, and/or crouching daily in delivery of resident care, starting I.V.s, obtaining medications/equipment from drawers etc.
- Standing and walking more than 5 hours per day in administering resident care in multiple rooms
- Reaching, grasping, fingering, and/or feeling 5 or more hours per day in administering resident care, i.e.: operating various resident care equipment, administering medication, etc
- Visual acuity in order to correctly distinguish skin tone variations, evidence of IV infiltration, infection, also to read blood pressure gauges, etc
- Audio acuity in order to correctly distinguish various body sounds, i.e. respirations, arrhythmias, bowel sounds, also to discern sounds made by various types of machinery or equipment, which would indicate dangerous or improper operation

- **Special Requirements**

- Maintains accountability for own behavior as well as those staff members being supervised
- Makes decisions based upon knowledge, skill, and use of nursing process

- Regulates own practice according to accepted Standards of Nursing Practice and Professional Code of Ethics
- Accepts Cedar Hill Nursing Home Mission Statement

### **Dress Code**

Must be well groomed and dressed professionally at all times. Scrubs are to be worn with supportive closed toe shoes. May wear a plain T shirt in place of a scrub top. No clothing with low cut chest. If scrub shorts or skirt are worn, they must be no shorter than fingertips held relaxed at your side.

### **Responsible to**

Director of Nursing

### **Chain Of Command**

LPN-RN (if one on duty with them)–ADNS- DNS -Administrator

### **Position Expectations**

#### **A. Follows established standards of nursing practice and helps implement Federal, State, and facility policies and procedures**

1. Assists in interpreting existing policies and procedures to nursing assistants, restorative nursing assistants, residents, families and physicians
2. Follows, supervises and oversees other staff in following the Resident's Rights program
3. Attends staff meetings, in-service classes and committee meetings as assigned
4. Obtains continuing education related to the long term care field of nursing
5. Follows and documents facility admission, discharge and transfer procedures and coordinates with other departments, physicians and ancillary service providers
6. Follows infection control procedures and communicates to other staff when precautions are necessary
7. Maintains awareness of any hazardous material handling precautions are communicates to the staff when precaution is required
8. Ensures all documentation of VS, Bowels and resident evaluation is completed before the end of their assigned shift
9. In the absence of the DNS, ADNS or RN, accepts responsibility and manages all aspects of the 39 bed Nursing unit running smoothly under the same standards and expectations set forth by the DNS and Administration.

#### **B. Contributes to all phases of resident care**

1. Supervises and assists with meals and assists residents in consumption of meals as necessary.

2. Supervises and evaluates direct care given to residents and assists in initiating corrective action as necessary in conjunction with an RN if available.
3. Participates in resident rounds daily, reporting problems to RN, ADNS or DNS if no RN on duty and assisting in initiating correct action
4. Identifies emergency situations and initiates immediate measures to correct the problem
5. Reports changes in resident's condition to RN, ADNS, DNS, physician, and resident's responsible party promptly and takes follow-up action as necessary
6. Identifies safety hazards and initiates immediate corrective action
7. Provides clinical supervision of nursing assistants
8. Administers and documents accurately all treatment and medications per physician's order
9. Assists to perform and document comprehensive assessments of each resident with the RN oversight.
10. Helps to develop an accurate comprehensive care plan based on resident's comprehensive assessment in conjunction with an RN.
11. Documents resident care provided and resident's response or lack of response to care provided
12. Knows and competently performs basic nursing skills and instructs nursing assistants related to resident care

### **C. Medication Administration**

1. Prepares, administers, and documents accurately medication administration, internal nutrition, parental nutrition and treatments
2. Orders medications as necessary
3. Performs accurate control drug count and check emergency kit per schedule

### **D. Demonstrates a positive, concerned and sensitive response in the workplace**

1. Interacts with residents, visitors and all personnel in a courteous helpful manner
2. Assists in resolving conflict in a constructive manner
3. Maintains confidentiality of information regarding residents, families, and co-workers
4. Demonstrates respect for individual's cultural and social differences
5. Contributes to the positive atmosphere of the work place

### **E. Performs other related duties as assigned**

**F. Works with in the State of Vermont LPN scope of Practice.**

Per the VT SCOPE OF PRACTICE "**Licensed Practical Nursing**" means a directed scope of nursing practice which includes, but is not limited to:

- (i) Contributing to the assessment of the health status of individuals and groups.
- (ii) Participating in the development and modification of the strategy of care.
- (iii) Implementing the appropriate aspects of the strategy of care as defined by the board.
- (iv) Maintaining safe and effective nursing care rendered directly or indirectly.
- (v) Participating in the evaluation of responses to interventions.
- (vi) Delegating nursing interventions that may be performed by others and that do not conflict with this chapter.

(B) A licensed practical nurse functions at the direction of a registered nurse, advanced practice registered nurse, licensed physician, or licensed dentist in the performance of activities delegated by that health care professional.

**Based on the above statement the LPN can not independently assess or implement care plan with out the over site and co-signature of an RN.**

Note: The above stated duties are intended to outline those functions typically performed by individuals assigned this job description. This description of duties is not intended to be all inclusive and is up to the discretionary authority of supervisors to assign other tasks of a similar nature or level of responsibility.

I, \_\_\_\_\_, have reviewed these job requirements and verify that I can perform the essential functions of this role.

I agree that if I do not comply with the State of Vermont mandated safety and infection control practices as required by my job description, I am subject to a day's suspension without pay and that any subsequent violations may result in termination of my employment with Cedar Hill Continuing Care Community.

\_\_\_\_\_  
Signature of Employee

\_\_\_\_\_  
Date

\_\_\_\_\_

\_\_\_\_\_

Signature of Supervisor

Date

**09/14 DH**