



Job Description

Licensed Practical Nurse (LPN)

Non-exempt: Exempt:

Position reports to:

Office & Human Resources Manager

Job Summary:

A qualified License Practical Nurse (LPN) administers skilled nursing care to patients on an intermittent basis in the patient's place of residence. This is performed in accordance with physician orders and plan of care (POC) under the direction and supervision of the Case Manager. Services are furnished in accordance with Agency policies.

Qualifications:

- Education:
 - Graduate of an accredited school of practical (vocational) nursing.
- Licensure:
 - Current license in good standing in the state of Ohio.
- Certification:
 - One of the following:
 - Basic Life Support (BLS); or
 - Cardiopulmonary Resuscitation (CPR) and Automated External Defibrillator (AED)
- Experience:
 - Minimum of one (1) year experience in nursing, preferred.
- Skills:
 - Have a sympathetic attitude toward the care of the sick and elderly.
 - Ability to exercise initiative and independent judgment.
 - Acceptance of philosophy and goals of this Agency.

Responsibilities:

- Understands and adheres to established policies and procedures.
- Implements the nursing POC for each patient.
- Provides nursing services, treatments, and diagnostic and preventive procedures, as assigned.
- Initiates preventive and rehabilitative nursing procedures, as appropriate.
- Observes signs and symptoms and reports to the Case Manager reactions to treatments, including drugs and changes in the patient's physical or emotional condition.
- Teaches and counsels the patient and family/significant other regarding the nursing care needs and other related problems of the patient at home.
- Maintains accurate and complete records of observations, treatments, and care of patient.
- Participates in medical record audit, as assigned.

- Attends staff meetings, patient care conferences, and in-services, as scheduled.
- Takes on-call duty, nights, weekends, and holidays, as assigned.
 - Submits any changes in schedule to Office & Human Resources Manager daily.
 - Participates in patient care conferences to discuss the need for involvement of other members of the health team, such as the physical therapist or speech language pathologist.
- Prepares clinical and progress notes.
- Prepares equipment and materials for treatments.
- Observes aseptic technique, as required.
- Assists the patient in learning appropriate self-care techniques.

Requirements:

- Ability to lift, push, or pull 25 pounds.
- Ability to bend, twist, stoop, kneel, and reach.
- Ability to read, speak, and understand English.
- Ability to work for extended periods of time while standing and being involved in physical activity.
- Ability to do extensive bending, lifting, and standing on a regular basis.
- Ability to carry out directions.

Working Environment:

Works indoors in Agency office and patient homes. Travels to and from patient homes and physician offices.

Risk Exposure:

High