



Casey's Pond

LPN

General Statement of Duties:

Works under the DON or Assisted Living Director to provide and direct resident care in accordance with Casey's Pond policies and procedures. Promotes quality service in accordance with Casey's Pond, state and federal regulations. Non-exempt.

Supervision Received:

Reports to Director of Nursing or Assisted Living Director

Supervision Exercised:

May supervise certified nursing assistants.

Essential Functions:

1. Treats residents and guests in a manner to ensure their complete satisfaction and strives to exceed customer expectations; incorporates principles of EDEN in all activities and interactions.
2. Documents/reports care provided and resident observations including unusual or significant changes in physical, mental, or behavioral conditions; demonstrates proficiency in health record charting/EMR system.
3. Makes daily staff assignments and changes as needed.
4. Assigns and administers medications, treatments, IV's, and tube feedings in accordance with LPN scope of practice.
5. Evaluates lab and x-ray results; notifies physician of acute illness and abnormal lab and x-ray reports; enter orders on computer system.
6. Responds to emergency calls, resident/visitor's requests and corrects environmental hazards in an appropriate and safe manner.
7. Obtains/performs vital signs and heights and weights.
8. Examines resident records/charts to discriminate between normal and abnormal findings; recognizes when to refer the resident to a physician for evaluation.
9. Initiates requests for consultation or referral and responds to requests from the resident, physician, or nursing staff.
10. Performs administrative duties such as completing medical forms, reports, evaluations, studies, charting, etc.
11. Notifies Social Services or residents families of falls, changes in condition, and addition of new medications.
12. Provides stand-by assist or reminders with activities of daily living such as grooming; oral hygiene; bath/shower; hair; maintaining the personal environment
13. Performs clinical procedures according to facility standards. Documentation of Admission assessments, fall assessments and any head-to-toe assessments must to reviewed and

co-signed by a Registered Nurse. Determination of death is not within the scope of LPN practice.

14. Maintains a working knowledge of facility infection control procedures.
15. Communicates effectively with the residents, families, visitors, members of the health care team, and other disciplines.
16. Maintains educational development in compliance with state and federal regulations and current knowledge of resident care practices.
17. Utilizes sound judgment and experience to solve moderately complex problems in adherence with organizational policies.
18. Performs other duties as assigned in line with HIPAA compliance.

Education:

Graduate of an accredited LPN program strongly desired

Experience:

At least one year nursing experience in geriatric/long-term care preferred.

Requirements:

1. CO LPN.
2. CPR certification required.
3. Annual TB testing and/or screening.

Skills:

1. Ability to stand, walk, sit, feel, reach, bend, stoop, crouch, talk, hear, and see.
2. Ability to lift, carry, push, and pull up to 50 lbs.
3. Excellent interpersonal and communication skills for interacting with residents, guests and fellow employees.

Knowledge:

1. Has a working knowledge of nursing discipline that requires basic analytic ability.
2. Has basic technical skills to complete a few repetitive and well-defined duties.
3. Has an overall understanding of the organization, work environment and process.
4. Must have working knowledge of facility emergency procedures including fire and disaster drills.

Abilities:

1. Ability to follow facility policies.
2. Ability to maintain resident confidentiality and adhere to HIPAA policies.
3. Can read and interpret nurses' instructions as well as respond to them, verbally and in writing.
4. Can deal with families under stress, interrelating to them and communicating effectively.
5. Can elicit information from clients.
6. Can respond to a variety of socio-economic and ethnic backgrounds appropriately.
7. Uses independent judgment to make decisions based on precedents and established guidelines. Solves problems using standard procedures and precedents. Knows when to refer issues to supervisor and when to handle them personally.

Equipment:

1. Equipment to be utilized may include vacuum cleaner, wheelchairs, canes, walkers, oxygen tanks, and basic clinical instruments.
2. Mechanical lifts may be used in skilled nursing.
3. Cleaning equipment used, such as commercial cleaning solvents, will be those provided by the facility and are to be used only as directed on product label.

Working Conditions:

1. Weekend, evening, or night work as needed to ensure shift coverage.
2. This position has been classified as Patient-Facing, a position in which the incumbent could reasonably be expected to routinely interact with patients and/or patient family members. Employees in Patient-Facing positions are exposed to healthcare conditions that may require additional training, immunizations, and use of Personal Protective Equipment (PPE).
3. Possible exposure to blood-borne pathogens, various drugs, chemical, infectious, communicable diseases or biological hazards.
4. Subject to injury from falls, burns, odors, or cuts from equipment.

This description is intended to describe the essential job functions and the essential requirements for the performance of this job. It is not an exhaustive list of all duties, responsibilities and requirements of a person so classified. Other functions may be assigned, and management retains the right to add or change the duties at any time.

I, _____ acknowledge that on this date,
(Print Name)

I have received the following job description for my present position.

Signature of Employee: _____

Date: _____