

LICENSED PRACTICAL NURSE

Code No.: 4-18-015

NON-COMPETITIVE

DISTINGUISHING FEATURES OF THE CLASS: This position is responsible for performing tasks within the framework of case finding, health teaching, health counseling, and provision of supportive and restorative care under the direction of a registered professional nurse or licensed physician, dentist or other legally authorized licensed health care provider in accordance with the New York State Nurse Practice Act. When located at Monroe Community Hospital, duties involve providing/assisting with direct and indirect care to convalescent and chronically/seriously ill patients. The employee reports directly to, and works under the general supervision of a Registered Professional Nurse, School Nurse, or other higher-level staff member. General supervision may be exercised over subordinate staff. Does related work as required.

TYPICAL WORK ACTIVITIES: (All need not be performed in a given position. Other related activities may be performed although not listed.)

Performs treatments and procedures such as, but not limited to: soaks, enemas, wound irrigations, tube feedings, application of binders, bandages, and restraints, collection of urine, stool, and sputum, measure of food and fluid intake and output, administering and recording temperatures, respirations, pulse, blood pressure, and weight, insertion of urethral catheters;

Assists physicians with patients in performing therapeutic or diagnostic procedures;

Cares for pre-operative and post-operative patients, and for those in isolation, traction, receiving oxygen and/or intravenous therapy;

Cares for disturbed and restless patients;

Administers approved medication;

Provides bedside care and assists with providing medical treatment;

Assists in the development, implementation, and evaluation of the nursing regimen for patients and residents on the nursing unit;

Assists with the admission, transfer, and discharge of patients and residents;

Assists patients and residents with daily living activities and provides for their physical comfort;

Prepares patients for meals, serves and assists with feeding as required;

Maintains an awareness of patient/resident status and recognizes and reports adverse signs;

Communicates and collaborates with members of the health care team;

Assumes responsibility for an assigned nursing unit in the absence of the Nurse Manager, and under the direction of the Nursing Supervisor;

Participates in departmental and interdisciplinary committees as assigned;

Maintains professional competence through participation in continuing education and other appropriate learning experiences.

WHEN ASSIGNED TO A SCHOOL DISTRICT performs the following activities in addition to those listed above:

Records and collects data, and maintains records pertaining to student health in accordance with New York State law such as health and dental examinations, health conditions, immunizations, hearing and vision screening, and infectious diseases;

Communicates and collaborates with teachers, school counselors, school psychologists, and other educational team members;

Assists with emergency treatment of injuries and illnesses of students and faculty;

Assumes activities of the nurse's office, when necessary, under the direction of a registered nurse or other authorized licensed health care provider;

Reports any adverse signs in students to supervisor and parent(s).

FULL PERFORMANCE KNOWLEDGES, SKILLS, ABILITIES, AND PERSONAL CHARACTERISTICS: Working knowledge of practical nursing techniques and their relation to medical and surgical practices; working knowledge of hospital sanitation and hygiene; ability to apply therapeutic treatments as prescribed; ability to accurately record and report complete information pertinent to nursing observation and care; ability to understand and carry out detailed oral and written instructions; ability to communicate orally and in writing; ability to establish and maintain effective professional relationships; good judgment; physical condition commensurate with the demands of the position.

MINIMUM QUALIFICATIONS: Possession of a valid New York State Registered Professional Nursing (RN) license or valid New York State Licensed Professional Nursing (LPN) license.

Monroe County Civil Service Commission

REVISED: July 9, 1981

REVISED: April 3, 2003

REVISED: November 9, 2006

REVISED: December 8, 2016

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