



Licensed Practical Nurse Job Description

Position Purpose:

The Licensed Practical Nurse shall perform in accordance with state and local laws and within the guidelines of his/her professional organization. All functions shall be performed in accordance with the established policies and practices of Divine HealthCare Network and the particular institution in which the Licensed Practical Nurse is performing his/her duties. The Licensed Practical Nurse is qualified by education, of a registered nurse, and to have knowledge of the principles of psychological, biological and social sciences. The Licensed Practical Nurse reports directly to the Nursing Supervisor.

Qualification: Professional and Personal

1. Have graduated from an accredited school of professional nursing.
2. Be currently licensed in the State of Minnesota.
3. Must have current CPA certification.
4. Have at least one (1) year of experience in an acute hospital or equivalent experience.
5. Exhibit professional behavior and attitudes.
6. Possess and maintain good physical and mental health, including current TB testing.
7. Demonstrate the ability to make appropriate professional judgments.
8. Possess good interpersonal communication skills.
9. U.S Citizenship or evidence of valid Alien Work Permit.

Specific Functions and Responsibilities:

1. Provide professional quality nursing care under the direction of a registered nurse.
2. Furnish services in accordance with Divine HealthCare Network policies.
3. Prepare clinical and progress notes.
4. Assist the physician and Registered Nurse in performing specialized procedures.
5. Prepare equipment and materials for treatment observing aseptic technique as required.
6. Assist the client in learning appropriate self-care techniques.
7. Demonstrate dependability.
8. Maintain a safe environment for the client.
9. Accurately assess, plan and implement client care.
10. Perform direct client care.
11. Maintain an accurate clinical record by documenting in accordance with Divine HealthCare Network policies.
12. Initiate rehabilitative nursing procedures techniques as appropriate.
13. Communicate effectively with all members of the interdisciplinary team.
14. Initiate appropriate communication with the Nursing Supervisor and physician when directed to do so.
15. Perform therapeutic procedures per plan of care established by the Nursing Supervisor in conjunction with the physician.



16. Promote health counseling.
17. Perform independently after initial direction from the Nursing Supervisor.
18. Assume responsibility for professional growth and development by actively participation in continuing education, in-service programs, orientations and personal evaluations.
19. Accept and fulfill assignments with Divine HealthCare Network, and exercise judgment in accepting assignments.
20. Perform other related responsibilities as deemed necessary.

Physical/Environmental Demands:

Heavy-responsible for client care needs which may require transfers and lifting of clients. Nursing care performed in individual client homes. Must be adaptable to a variety of environmental and settings in the community. Driving in all types of weather.

I have read and understand the above job description of the Licensed Practical Nurse.

Signed _____ **Date** _____