

Licensed Practical Nurse Job Description

Qualification

High school nursing diploma. 2 years nursing education.

At least 3 Years' relevant experience in Rehabilitation.

Roles Played by an LPN

Practical nurses have a wide scope to practice. With respect to places where they work, there are many job roles executed by LPNs. Some of them especially in Rehabilitation setting:

1. **Counselor**

While practicing as counselor licensed practical nurses, they assist to patients and their families in talking freely about illness and the healthcare services provided to them. In this role, the nurses make their patients believe that they are with them to combat against their health issues.

2. **Researcher**

Being a researcher, LPNs try to find out if there is any issue in the care plan provided to a patient and if it is so, they try to analyze and resolve the problems. It is their responsibility to find out the best treatment plan for the patients.

3. **Collaborator**

As a collaborator, licensed practical nurses have to share problems and information with other members of the team. They try to find out best solutions to the issues by discussion.

4. **Consultant**

Since practical nurses work under the supervision of registered nurses or physicians, they need to communicate directly with their direct supervisor. Proper communication is quite essential to provide perfect and secure care to the patients.

5. **Clinical**

Playing the role of a clinical, an LPN has to undertake all the primary responsibilities related to the patients. As a clinical, these nurses evaluate and monitor the patients, take care of their medications, change the dressings and other technical tasks comprising nursing.

6. **Advocate**

Advocacy is somewhat standing by the side of patients. In this role, practical nurses protect the rights of patients and try to ameliorate their situation.

7. **Manager**

As a manager, these professionals regulate the care plans of patients. To make it successful, LPNs manage the co-workers and instruct them as a team leader. Also, they guide nursing assistants and encourage them to give their best.

8. **Educator**

Proper patient education is one of the most crucial things that a patient needs. Medication teaching, wound care, etc. are some things taught by the practical nurse to the patients. For this, it is must for the professionals to understand the patients' learning style and behavior. Being an educator, LPNs encourage them to speak about their problems and clear their doubts.

LPN Job Duties and Responsibilities

- Keeping a check on the eating habits of the patients and how many times they are using the washroom.
- Assembling the equipment like gastrostomy tubes, catheters, and oxygen supplies.
- Providing the basic bedside care like dressing wounds, changing bandages, inserting catheters, and giving injections. Mobilizing patients, Feeding , Grooming , Walking .
- Taking the patient's vital signs such as respiration, temperature, blood pressure, and heart rate.
- Enter the data related to the record of patients in computer systems or patient's file
- Admitting and billing patients
- Interview patients and examine their medical history.
- Educate and encourage patients to avoid unhealthy routine
- Keep the health records updated
- Inform the patients about the doctor's order or test results.
- Assist registered nurses and other superior nurses to develop best care plan for the patients
- Talk to the patients about their present problems, allergies, medications and keep an eye on their medical records
- Talk to the patients and their families about their treatment plan, tests, and diagnoses
- Taking verbal orders from the MDT

- Aid in phlebotomy - analyze patients, look over the requisition form for requested tests, and set equipment, patient and puncture site.
- Assists in IV set-ups: validate solution to be regulated, analyzing infusion site, keep track of IV function and patient comfort, and terminate IV at an appropriate time, as ordered by MD.
- Manage adequate inventory of examination room supplies and set the rooms.
- Undertake various office responsibilities: answer calls and reply to messages and execute triage within the scope of licensed practical nursing practice in an accurate and precise way.
- Help to coordinate patient referrals and take part in the training and orientation of new employees.

Working Conditions

- Undertakes lone working within Lone Worker Policy and Guidelines.
- Exposure to bodily fluids (urine, faeces, blood)
- Exposure to body odors,
- Exposure to infectious diseases
- Exposure to hazardous environments.
- Dealing with abusive patients or careers – this may be physical or verbal
- Shift turn over.

Physical Demands of the Job:

- Perform manual handling techniques with patients who may have cognitive, physical or behavioral problems. E.g. immobile, obese, unpredictable patients.
- May adopt static postures for lengthy periods whilst assessing dependent patients (e.g. after stroke or spinal injury)
- Periods of time using equipment. This requires self-awareness of postures and positioning of equipment/seating etc.
- Moving and handling equipment of varying size and weight from inpatient site to other patients area ; commodes, trolleys, toilet frames,
- Frequent moving and handling of equipment within confined spaces in patients 'setting.
- Moving and handling of patients.

Adheres to the following environmental care standards.

- Follows Infection Control procedures at all times.
- Demonstrates adequate knowledge of Safety Policies and Procedures, the use of Materials Safety Data Sheets, hazardous material procedures, and Safety Codes.
- Demonstrates adequate knowledge of Security issues, i.e. personal protection, protection of personal and hospital property.

- Disposes of sharps in puncture resistant boxes
- Washes hands and other skin surfaces with soap and water thoroughly and immediately if contaminated with blood or other body fluids and before and after patient contact.
- Strictly adheres to Standard Precautions at all times as applicable.
- Uses appropriate barriers precautions when participating in invasive procedures. Wears gloves, goggles, and surgical masks for certain procedures as per infection control policy.
- Ensures that all specimens of blood and body fluids are put in a well – constructed container with a secure lid to prevent leaking during transport and places specimen containers in biohazardous coded plastic bag for transport.

Prepared to meet all crisis situations in a calm therapeutic manner

- Knows the crash cart status and location at all times. Ensures that nurses adhere to standards for checking and replenishing the crash cart when assigned
- Identifies emergency drugs and their location on the crash cart and know their use side effects.
- Identifies equipment and explains its proper use and application.
- Initiates CPR correctly and without delay.
- Ensures that events are documented accurately on the code sheet.

Maintains knowledge base related to customer service and customer satisfaction.

- Practices effective communication and customer service skills with all customer groups.
- Maintain customer service principles.
- work towards customer satisfaction
- Assess level of customer satisfaction with clinical as well as support services.

Reference:

<https://www.topnursing.org/licensed-practical-nurse-lpn-job-description-roles-duties-and-responsibilities/>Call pharmacies for ordering prescriptions and store supplies in the rooms of patients

HMC old nursing performance evaluation

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