



DOORWAYS

HOPE LIVES HERE

Job Announcement

TITLE: Licensed Practical Nurse L.P.N.
DEPARTMENT: Cooper House
REPORTS TO: Director of Nursing
STATUS: Full-time

This Position requires that the Licensed Practical Nurse (L.P.N), under the general direction of the Director of Nursing, provide age appropriate patient care for assigned adult and geriatric patients with a wide variety of medical /surgical condition. The licensed Practical Nurse is also responsible for administration of medications , IV therapy , appropriate and accurate documentation in patient records ; facilitation of patient teaching as well as caregiver(s) , spouse , guardian, significant other, and co-workers.

Position scheduled as: 3:00pm-11:30pm, required to work every 2nd weekend of the month. Applicant will have the Friday before and the Monday after their scheduled weekend to work off and will also have 1st, 3rd and 4th weekends off.

Major Duties and Responsibilities

- Process physician orders, administer medications, perform IV therapy intervention and document accurate and appropriate information in the medical record.
- Collaborate with health professionals regarding patient care. Updates plan of care as pertinent to patient's health challenges; facilitates the process utilizing care pathways when appropriate.
- Performs nutrition activities including, but not limited to, assisting with feeding patients, enteral feeding and preparing nourishments. Performs enemas, ostomy care, toileting and monitoring unitary drainage systems including inserting Foley catheters.

- Assists patients with activities of daily living (ADL). Assembles equipment and assists the RN with procedures.
- Perform specific tasks in accordance with daily work assignments such as (Answer phones , Make rounds as required and assist with 10.00 P.M . snack as needed)
- Performs other duties as assigned.

Working Conditions

- Is involved with patients, personnel, visitors, government agencies/personnel, etc. Under all conditions and circumstances.
- Is subject to hostile and emotionally upset patients, family members, etc.
- Is willing to work beyond normal working hours, on weekends, and in other positions temporarily, when necessary.
- Attends and participates in continuing educational programs.
- Is subject to odors, etc., throughout the work day.
- May be exposed to needles or other sharp objects, blood, and/or bodily fluids.
- May be exposed to infectious waste, diseases, conditions, etc., including exposure to the AIDS and Hepatitis B viruses.
- May be required to work on shifts other than the one hired.

Education and Experience

- Be a graduate of an accredited school of nursing of licensed practical nursing.
- A current Missouri LPN license and Valid driver's license.
- 1 to 2 years of IV experience and satisfactory completion of medical course and IV therapy course.
- Experience in long – term care / care and or psychiatric nursing helpful, as is work with HIV/ AIDS.

Specific Requirements

- Must be able to read, write and speak the English Language in an understandable manner.
- Must be a minimum of eighteen (18) years of age.
- Must have effective oral and written communication skills.
- Must have excellent customer service and intrapersonal skills.
- Must possess the ability to deal tactfully with personnel, patients, family members, visitors, government agencies / personnel and the general public.
- Must have a positive attitude on a daily basis and work well under high pressure.

- Must possess the ability to make independent decisions, follow instructions and to accept constructive criticism.
- Must be able to add, subtract, multiply, and divide in all units of measure be it whole numbers, fractions, and percentage including correct usage of decimals; computer rate, ratio and percent; interpret graphs.
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Physical Requirements

- Must to able to lift , push , pull and move equipment , supplies , etc. in excess of one hundred (100) pounds throughout the workday (with assistance if necessary to perform function safely)
- Must to be able to stand or walk more than 4 hours a day.
- Must be able to stoop, kneel, or crouch daily.
- Must be able to reach, grasp, finger, or feel more than 4 hours a day frequently.
- Must be able to very frequently use visual acuity in order to correctly distinguish skin tone variation , evidence of IV infiltration , infection ; able to read telemetry , blood pressure gauges, etc.
- Must be able to very frequently use audio acuity in order to correctly distinguish various body sound (i.e., heart tone, bowel sounds).
- Must be able to frequently use audio acuity to discern sounds made by various types of machinery or equipment that would indicate dangerous or improper operation.

This job description in no way sates or implies that these are the only suites the Licensed Practical Nurse (L.P.N.) will be required to perform. The omission of specific statements of duties does not exclude them from the position if the work is similar, related, or is a logical assignment to the position.

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If interested, please send cover letter, resume, and salary requirement to: employment@doorwayshousing.org.

Please no phone calls or solicitations.