



*Pembina County Memorial Hospital
Wedgewood Manor*

JOB DESCRIPTION

Date Written/Revised:
07/2022

Position: Apprentice Practical Nurse
- WWM

Approved By: Julie Johnson

Department: LTC

Administrator: Patti Johnson

Wedgewood Manor is a 40 bed skilled nursing facility that additionally provides respite and adult daycare services in Cavalier, ND operated by PCMHA. Pembina County Memorial Hospital Association (PCMHA) which also operates Pembina County Memorial Hospital a 20 bed Critical Access Hospital, Stemi and Stroke designation along with a level IV trauma center, Clinicare a Rural Health Clinic and Country Estates an independent apartment complex.

PHILOSOPHY STATEMENT

Pembina County Memorial Hospital and Wedgewood Manor deliver health care services in a seamless, integrated fashion; coordinating the health and wellness for the people of the communities we serve. Our customers experience our commitment to consistent standards of clinical experience, value, convenience, and individual attention.

Pembina County Memorial Hospital and Wedgewood Manor seeks team members who are caring, competent, and results oriented. We desire members who want to focus on quality and cost reduction and provide outstanding customer service to every one every day. We need people who value teamwork, can accept and embrace changing role duties, who want to be multi-skilled and perform a variety of tasks. We need people who are dedicated to continuous learning and who want to actively contribute toward our goal of providing health care services in our community.

PURPOSE:

Provides direct patient care activities in accordance with physician orders, policies, procedures and standards of the profession.

DIMENSIONS:

This position gives work direction to the Certified Resident Assistants.

NATURE AND SCOPE:

Location:

This position reports to the Director of Resident Care (DON), as do the RN's, Certified Resident Assistants and Nursing Service Secretary. This position receives work direction from the RN.

Environment:

Wedgewood Manor is a skilled care facility licensed for 40 beds. The nursing department provides personal and medical cares, to residents as individually required. The LPN performs duties which include resident assessment, medication administration and treatment procedures.

Essential Functions:

1. The LPN assesses the resident's physical, psychological and social status. This position assists in assessment of resident's status, identifying actual and potential problems/needs to design an individualized plan of care and implementation for realistic goals. Documents resident care activities, pertinent observations, and other necessary information. The LPN keeps the RN, physician and DON informed regarding changes in condition or other pertinent observations. This position administers emergency nursing treatments. This position completes required routine documents such as census and status reports.
2. The LPN implements the medical plan of care. This position initiates necessary communications for implementation of the plan of care. This position performs treatments or assists in treatments and procedures including but not limited to insertion of catheters, administering of tube feedings, changing and application of dressings and compresses, oral, nasal and tracheal suctioning, cleansing soaks and irrigations. The LPN passes medications: administers oral and topical medications, injections, and suppositories. The LPN documents on MAR and nurses's notes including time, dosage, route et response. The LPN is familiar with medication actions, individual sensitivities, and potential untoward effects; observing, documenting and reporting resident response as necessary. This position administers oxygen and monitors continuous flow administration.
3. The LPN may organizes and participates in the activities of the Nursing Unit. This position may delegate tasks to CRA's and assure established procedures and standards are followed. The LPN finds replacements for scheduled staff as required. This position interprets department policies to staff, participates in inservice programs and assists with orientation and training as requested.

Latitude:

The overall patient care activities of the LPN are clearly defined in department policies, procedures and in the standards of the profession. The LPN administers routine medications and treatments for resident according to physician orders and established policies and procedures. Immediate action is taken when adverse resident condition occurs. The LPN functions within the limits outlined in the North Dakota Nurse Practice Act. The LPN gives work direction to the Certified Resident Assistants.

Challenge:

The major challenge for this position is to provide cares to the geriatric resident who may exhibit challenging behavioral patterns.

Contacts:

The LPN is in frequent contact with residents, their families and resident care staff while performing the daily functions of the position. The LPN has contact with the physician and the interdisciplinary team for discussion of resident's health status.

Knowledge, Skills and Abilities:

The LPN requires current licensure as an LPN in the state of North Dakota. This position must have the knowledge and ability to administer medications and perform treatments. The incumbent must have the ability to respond to emergency situations in a timely manner. The incumbent must have the knowledge and ability to understand and assess the resident's total physical condition along with social and psychological needs. The LPN must be able to follow verbal and written instructions; be able to learn and follow facility nursing procedures and practices; be able to maintain accurate records; and communicate effectively both verbally and in writing. This position must be able to instruct and delegate.

PRINCIPLE ACCOUNTABILITIES:

1. Utilizes the nursing process to assess individual resident status to ensure the residents' plan of care accurately reflects their needs.
2. Implements the medical plan of care to ensure the resident maintains his/her optimal level of care.
3. Organizes and participates in the activities of the nursing unit to ensure the department runs effectively and efficiently.

MEASURES OF EFFECTIVENESS:

1. Residents are assessed upon admission and as their condition warrants. Resident condition is communicated to all members of the interdisciplinary team. The plan of care addresses the needs of the resident.

2. Resident care is provided appropriately according to physician orders and established policies and procedures and comprehensive documentation is made to the resident's chart.
3. The daily nursing routines are performed effectively in providing resident cares.

GENERAL MEASURE:

In performing each and every accountability, the incumbent is tactful and courteous in all interactions with staff, physicians, residents, families and visitors. The incumbent encourages teamwork and promotes a positive work environment.

WORKING ENVIROMENT

Material and equipment used: Personal computer, calculator, photocopier, fax, telephone, manual blood pressure, pulse oxygen monitor, and defibrillators.

- Hazardous exposure category: Place an “X” in the appropriate for the role:

High Risk: X - as inherent potential for contact with blood, body fluids or tissues. Appropriate protective measures are required for every employee engaged in Category I tasks.

Low Risk: - Involves no exposure to blood, body fluids, or tissues, but potential exposure in usual work. Employees performing Category II tasks don't need to wear protective equipment. but they should be prepared to put o protective equipment on short notice.

No Risk: - Involves no exposure to blood, body fluids. or tissues, although situations can be hypothesized under which anyone, anywhere, might encounter potential exposure to body fluids.

- Age-specific requirements: This position is a direct care giver and will interact with all ages.

I have read this job description and understand the duties and responsibilities involved.

Date: _____ Signature: _____

To apply go to cavalierhospital.com click menu and fill out the Employment Application under the tab Staff/Volunteers/Employment.