



Spring Valley Senior Living

For the Seasons of Your Life

800 Memorial Drive, Spring Valley MN 55975 ♦ 507-346-7381 ♦ Fax 507-346-7619 ♦ www.svseniorliving.com

Job Description

Position: LPN

Supervisor: Charge Nurse, Case Managers

Work area: Nursing Home

Job Purpose

- The primary purpose of your job position is to provide quality nursing care to residents according to physicians orders and in accordance with the recognized nursing techniques and procedures of this facility. As an **LPN** you are delegated the administrative authority, responsibility, and accountability necessary for carrying out your assigned duties.

Tasks

- Keep RN's and Case Managers informed of changes in resident's condition
- Assist in planning, implementing, and observing outcomes of nursing care of residents
- Implement the plan of care as determined by the RN and physicians
- Passes medications in a safe and skillful manner as determined by the state and facility procedures
- Note and report any errors in the administration of medications
- Accurately and safely prepare, administer, and document the oral and/or topical medications that are commonly used in this facility and that may be ordered for resident use by the Medical Director
- Ensure that all medications administered are properly labeled
- Assist with medication charting as directed by the Charge Nurse
- Assist in documenting and removing medications that are discontinued by the attending physician
- Observe and verify that medication is ingested or applied as directed. Document any instance where prescribed medication is not administered, including reason(s) for refusal
- Provides psychological support to residents and family members
- Accurately record the residents progress and nursing care
- Assist in assuring a safe environment for resident, visitors and staff
- Acts as a role model for CNA's and other LPN's
- Monitor and guide CNA's using a team approach to provide quality care to the residents. Assist CNA's on the floor as needed

A 501(c)(3) Non-Profit Corporation ♦ Equal Opportunity Employer

Spring Valley Care Center

Skilled Care

507-346-7381

ss@svseniorliving.com

Spring Valley Estates

Assisted Living

507-346-7381 ext 106

housing@svseniorliving.com

The Evergreens

Flexible Living

507-346-7381 ext 106

fund@svseniorliving.com

Spring Valley Home Health

Medicare Certified

507-346-7381 ext 141

care@svseniorliving.com

Spring Valley Therapy

PT/OT/Speech- outpatient

507-346-7381 ext 131

therapy@svseniorliving.com

- Provide basic patient care and treatments, such as taking temperatures or blood pressures, dressing wounds, treating bedsores, giving enemas or douches, rubbing with alcohol, massaging, or performing catheterizations.
- Answer patients' calls and determine how to assist them.
- Measure and record patients' vital signs, such as height, weight, temperature, blood pressure, pulse and respiration.
- Maintain an effective, friendly working relationship with health professionals, physicians, consultants, and family members involved
- Maintain the **confidentiality** of all resident care information including protected health information
- Participate in any other task as deemed necessary by your supervisor

Work Context

- Works throughout the nursing service area
- Requires contact with others
- Is subject to frequent interruptions
- Requires time spent standing and walking
- Is subject to hostile and emotionally upset residents, family members, personnel, and visitors.
- Works beyond normal working hours and on weekends and holidays when necessary.
- Is subject to call back during emergency conditions (e.g., severe weather, evacuation, post-disaster, etc.).
- Exposure to blood borne pathogens and other infectious diseases.
- May be subject to the handling of and exposure to hazardous chemicals
- Requires flexibility and adaptability to changing situations
- Maintains and safeguards entrusted confidential information.

Work Activities

- Communicating with Supervisors, Peers, or Subordinates
- Establishing and maintaining interpersonal relationships
- Observing, receiving, and obtaining information
- Assisting others
- Must be able to push, pull, move, and/or lift a minimum of 25 pounds and be able to push, pull, move, and/or carry such weight a minimum distance of 50 feet
- Must be able to relate to and work with the ill, disabled, elderly, emotionally upset, and, at times hostile people within the facility
- Must function independently and have flexibility, personal integrity, and the ability to work effectively with residents, personnel, and support agencies
- Must have patience, tact, a cheerful disposition and enthusiasm, as well as the willingness to handle difficult residents

Skills

- Active learning
- Active listening
- Social perceptiveness
- Reading comprehension
- Speaking
- Writing

- Coordination
- Time management
- Service orientation

Experience/Training

- Must possess, as a minimum, a Nursing Degree from an accredited college or university, or be a graduate of an approved LPN program. Must possess a current, active license to practice as a Nurse in this state.

Behavior Standards

- Personal Vision- Demonstrate a commitment to the mission, purpose, and practices of Spring Valley Senior Living, demonstrate consistency between words and actions, demonstrate a high standard of honesty, integrity, trust and respect for others.
- Personal Leadership- Take initiative; use imagination and creativity in problem solving, handle challenges, changes and job pressures competently and positively, demonstrate patience, flexibility, and adaptability.
- Personal Management- Organize and execute responsibilities using established priorities; manage time appropriately, demonstrate self-improvement and desire to learn and grow.
- Interpersonal Leadership- Display an attitude of respect, encouragement, and service in interactions with others; actively participate in team efforts when asked; accept responsibility for and deal with conflict and disagreement in a collaborative manner
- Communication- Use proactive language; use active listening skills; convey information accurately and timely; communicate openly and directly with others.

Acknowledgement

I have read this job description and fully understand that the requirements set forth therein have been determined to be essential to this position (unless otherwise noted). I hereby accept the position of **LPN** and agree to perform the functions contained in this job description in a safe manner and in accordance with the facility’s established procedures. I understand that as a result of my employment, I may be exposed to blood, body fluids, infectious diseases, air contaminants (including tobacco smoke), and hazardous chemicals and that the facility will provide to me instructions on how to prevent and control such exposures. I further understand that I may also be exposed to the **Hepatitis B Virus** and that the facility will make available to me, free of charge, the hepatitis B vaccination. I also understand I may not release/disclose protected health or facility information without proper authorization.

I understand that my employment is at-will, and thereby understand that my employment may be terminated at-will either by the facility or myself, and that such termination can be made with or without notice. I also understand that if I decide to terminate my employment, the facility would like to have a **4 week** notice so that a replacement may be found.

Date:_____

Signature-Employee:_____

Date:_____

Signature- Administrator:_____