

	DOCUMENT NUMBER <p style="text-align: center;">05-05-05</p>
Human Resources Manual	SECTION: Employee Relations – Job Description SUBJECT: Licensed Practical Nurse

POSITION: Licensed Practical Nurse

DEPARTMENT: Care Services: Nursing Department

RESPONSIBLE TO: Associate Team Leader

UNION: CUPE

POSITION SUMMARY:

The Licensed Practical Nurse, under the direction of the Associate Team Leader/Designate, is responsible for the provision of nursing care up to the full scope of LPN Practice to facility Residents. As a member of the interdisciplinary team, the Licensed Practical Nurse is responsible for creating; implementing and maintaining individual plans of care based on Resident needs and desired outcomes. Together with other members of the health care team, the Resident and their family evaluate the outcomes of the care plan. Provides supervision and support for unit care services staff through delegation of appropriate tasks and sharing clinical expertise. Adheres to policies, procedures and work routines. Ensures a safe and clean work environment. Works in partnership to improve the performance of individuals, teams and the organization in providing improved customer service for Residents, their families, and guests.

QUALIFICATIONS:

1. Graduate of an accredited School of Practical Nursing with current registration as a Licensed Practical Nurse with CLPNA.
2. Must demonstrate a sound knowledge of nursing theory and practices within a continuing care environment.
3. Ability to provide effective leadership while working within an interdisciplinary team, demonstrating effective communications, problem solving, and organizational skills.
4. Ability to work independently with minimal supervision to complete duties and assignments in a timely manner
5. Demonstrates concern and interest in providing a safe and attractive environment for facility Residents, their families and guests, and staff.
6. Ability to read, write and comprehend the English language.
7. Mentally and physically able to perform duties as outlined.
8. Previous experience in Continuing Care is desirable.

Accountabilities:

1. Promote Intercare's vision of being the "Heart of Excellence."

Performance Expectations:

- i.) Consistently demonstrate values – Respect, Compassion and Commitment.
- ii.) Through modeling and skilled practice, promote dignity, choice and growth through quality continuing care services provided by skilled individuals.
- iii.) Incorporate Core Commitments into all aspects of daily practice.

2. Provide nursing care in accordance with expectations of College of Licensed Practical Nurses of Alberta (CLPNA) and Health Professions Act (HPA).

Performance Expectations:

- i.) Performs all duties to full scope of LPN practice while on duty.
- ii.) Maintains knowledge of and limitations to scope of practice.
- iii.) Demonstrates the ability to recognize when direction or assistance is needed and communicates with the Unit Manager/designate on his/her competencies.
- iv.) Ensures effective use of the interdisciplinary team.

3. Work in accordance with all relevant legislation and Intercare policy.

Performance Expectations:

- i.) Participates in project teams, committees, and meetings as required. Work at all times within the regulations laid out in the following Acts: Health Professions, Protection for Persons in Care, Occupational Health and Safety, Health Information Act, Freedom of Information and Protection of Privacy Act.

4. Plan and provide care to residents according to nursing process.

Performance Expectations:

- i.) Complete InterRai MDS assessment elements as appropriate for the discipline and scope of practice. Participate in review of triggered of RAPS and development of resident care plan consistent with the Collaborative Care Model.
- ii.) Assess physical, social, emotional and spiritual needs of Residents and assist their families as appropriate.
- iii.) Evaluate effectiveness of interventions as described on care plans and take appropriate action.
- iv.) Recognize unstable and complex resident needs and report to Registered Nurse.

5. Communicate and participate effectively with all members of the interdisciplinary team including residents, families, and physicians, RN's, HCA's, OT/PT, etc.

Performance Expectations:

- i.) Report and document resident status.
- ii.) Report and document changes in medical conditions to physician as appropriate.
- iii.) Inform appropriate person(s) re: changes in resident status or other relevant information.
- iv.) Communicate with Health Care Aides to ensure that resident needs are met and take action as appropriate.
- v.) Shares appropriate information received through meetings, conferences, and committees with all members of his/her team.

6. Maintains role as a Team Leader

- i.) In accordance with the unit managers, directs, supervises, and evaluates the work of the Health Care Aides assigned to his/her unit.
- ii.) Facilitates problem solving as required.
- iii.) Participates in the orientation of new staff, as required.

7. Maintain own personal and professional development

Performance Expectations:

- vi.) Demonstrates professionalism in day to day routines and interactions
- vii.) Performs continual self-evaluation re: areas of need for professional development
- viii.) Seeks out opportunities to enhance current level of knowledge, expertise and awareness re: issues, programs, resources.
- ix.) Participates in conferences, meetings, on committees as required.

8. Accountable for health and safety.

Performance Expectations:

- i.) Performs all duties in a safe and efficient manner and maintains work area in a clean, orderly and safe condition.
- ii.) Reports unsafe, hazardous working conditions and any equipment malfunctions
- iii.) Understands and adheres to health and safety responsibilities as outlined in the corporate health and safety policy.
- iv.) Understands and adheres to emergency response responsibilities as outlined in the emergency response manual.

DATE: May 6,2002

APPROVED:

DATE REVISED: Feb 1 2005, Sept 19/06, May 2007

Page No.3
