



Elmore Medical Center

Job Description

Title: ER Licensed Practical Nurse (LPN)

Unit/Area: ER

Revision Date: 9-25-08

I. JOB SUMMARY

The ER Licensed Practical Nurse (LPN) is responsible for providing direct patient care through assessment, planning, intervention, and evaluation under the supervision of a Registered Nurse. Essential information is shared with health care team members and other unit customers through documentation and oral communication. Unit/area-based activities, which contribute to a positive work and professional environment, are performed.

II. DUTIES AND RESPONSIBILITIES

A. Clinical Practice

1. Initiate assessment based on the patient's problems or needs, the physician's medical diagnosis, and the functional health framework:
 - Collect key information from patient, family, laboratory, and other medical reports;
 - Determine priorities for care with special consideration given to patient teaching, discharge planning, and the growth and development needs of the patient;
 - Determine which standards of care and practice apply to the patient; and
 - Document assessment.
2. Complete ongoing assessments according to policy and as determined by patient conditions or change of condition involving family or other significant individuals, as needed.
3. Perform therapeutic nursing interventions:
 - As ordered by the physician and/or other care providers;
 - Consistent with scope of practice as defined by the Idaho Board of nursing;
 - Consistent with primary and population-specific standards of care and practice;
 - Consistent with physician-approved protocols, policies and procedures
 - With consideration given to knowledge gained from the initial and ongoing assessment of the patient;
 - With consideration given to risk management and infection control practices; and
 - Consistent with the requirements of the unit/area of assignment.
4. Determine impact of nursing interventions on the patient's condition and recognized patient's progress towards meeting desired outcomes.
5. document care based on standards of care and practice, patient acuity, and/or clinical priorities for documentation including:

- assessment and ongoing assessment findings;
 - updated clinical priorities for documentation;
 - therapeutic nursing interventions with special attention to patient educational and discharge planning interventions; and
 - patient's response to interventions and progress towards outcomes.
 - ensures all documentation is complete and accurate on each chart before end of each shift.
6. Maintain safe environment by recognizing, eliminating and/or reporting hazards.
 7. Constantly strives to provide a positive patient experience.
 8. Utilizes bed tracking system as appropriate.
 9. Actively participates as a member of the decontamination team. Participates in disaster training.
 10. Assists in review and revision of ER and disaster policies and procedures. Ensures recording of all OLMD events while on duty.
 11. Ensures rooms are adequately stocked and prepared at beginning of each shift.
 12. Assists with equipment cleaning and storage. Checks for outdated supplies every month.
 13. Communicates with patient regarding their plan of care as appropriate.
 14. Keeps physician/patients and family informed in appropriate and timely manner.
 15. Works closely with Angels in ER in a collaborative manner to create a positive, professional environment.
 16. Other duties as assigned

B. Professional Communication

1. Maintain confidentiality in matters relating to patient/family.
2. Interact with patients/families with a variety of developmental and socio-cultural backgrounds.
3. Provide information to patients and families to reduce anxiety and convey an attitude of acceptance, sensitivity, and caring.
4. Maintain professional relationships and convey relevant information to other members of the health care team within facility and any applicable referral agencies.
5. Initiate communication with peers about clinical priorities for care.
6. Relay information appropriately over telephone, pagers, and other communication devices.
7. Communicate pertinent information gathered to supervising RN upon completion or as requested.

C. Teamwork

1. Accept assignments based on patient census, acuity, needs, and the qualifications and competencies of self and of other staff members.
2. Work closely with other staff to ensure that departmental goals and objectives are met.
3. Delegate work to other staff members as needed.
4. Report accurately and timely to those who require information
5. Initiate problem solving and conflict resolution skills to foster effective work relationships with peers.
6. Maintains a positive attitude

7. Maintains professional behavior boundaries.
8. The ER is a self-contained unit and you are expected to cover shifts for others when asked.

D. Professional Development

1. Attend staff meetings, in-services, and continuing education. Attends a minimum of staff meetings per year.
2. Assist in the development of indicators, thresholds, study methods, and data collection as assigned.
3. Respond to problems/opportunities to improve care/customer service.
4. Support involvement in the hospital's Performance Improvement initiative.
5. Participate in and maintain competencies required for the position and specific unit/area(s) of assignment.
6. Completes the required education hours before the end of the year.
7. Adheres to and role model all EMC Values.
8. Adheres to EMC dress code.
9. Participates in chart reviews.

III. JOB REQUIREMENTS (Education, License and Employment Experience must be verified and documented prior to hire)

- A. License: Current LPN license for the state of Idaho Prior Work Experience: preferred, but not required.
- B. Ability and willingness to demonstrate and maintain competency as required for job title and the unit/area(s) of assignment.
- C. Excellent communication skills to include (check only those that truly apply to performance of the job):

<input checked="" type="checkbox"/>	Oral comprehension (understanding spoken word)
<input checked="" type="checkbox"/>	Oral expression (being able to speak)
<input checked="" type="checkbox"/>	Written comprehension (understanding written word)
<input checked="" type="checkbox"/>	Written expression (being able to write)
- D. Ability and willingness to work with patients' growth and development needs particularly related to the age of patients in the unit/area(s) of assignment.
- E. Ability to manage a complex work environment related to changing patient needs, including work with patient with acute, chronic, and complex disease processes, and those who are dying.
- F. Ability and willingness to exhibit behaviors consistent with high standards for performance improvement and Elmore Medical Center values
- G. Ability and willingness to exhibit behaviors consistent with principles for service excellence.

IV. WORKING ENVIRONMENT

Risk of exposure to (check those that apply and list "other")

<input checked="" type="checkbox"/> Blood & bodily fluids	<input checked="" type="checkbox"/> Latex	<input checked="" type="checkbox"/> Odors, chemicals
<input checked="" type="checkbox"/> Disease	<input checked="" type="checkbox"/> Hazardous drugs	<input checked="" type="checkbox"/> Other: _____
<input checked="" type="checkbox"/> TB (to require mask)	<input checked="" type="checkbox"/> Mechanical/Electrical	Other: _____
Other: _____	Other: _____	Other: _____
Other : _____	Other: _____	Other: _____

V. PHYSICAL REQUIREMENTS

Insert appropriate number (0, 1, 2, 3) in box next to ability using the following scale:

0 = never 1 = occasionally 2 = frequently 3 = continuously

<input type="checkbox"/> 2	Sitting	<input type="checkbox"/> 2	Standing	<input type="checkbox"/> 2	Walking	<input type="checkbox"/> 0	Running	<input type="checkbox"/> 0	Driving	<input type="checkbox"/> 2	Bending/stooping	<input type="checkbox"/> 1	Climbing
<input type="checkbox"/> 1	Kneeling	<input type="checkbox"/> 1	Squatting	<input type="checkbox"/> 0	Crawling	<input type="checkbox"/> 1	Twisting/turning from waist	<input type="checkbox"/> 0	Right/left foot movement (use of pedals)				
<input type="checkbox"/> 1	Pushing/pulling objects on rollers/wheels	<input type="checkbox"/> 1	Pushing/pulling objects without rollers/wheels										
<input type="checkbox"/> 2	Moving objects vertically _____ lbs.	<input type="checkbox"/> 2	Moving objects horizontally _____ lbs.										
<input type="checkbox"/> 2	Handling (holding, grasping, working with hands)	<input type="checkbox"/> 2	Fingering (pinching, picking, working with fingers)										
<input type="checkbox"/> 2	Feeling (size, shape, temperature, texture by finger receptors)	<input type="checkbox"/> 2	Endurance (requiring cardiovascular fitness)										
<input type="checkbox"/> 2	Vision –far acuity (corrected at 20 ft. or more)	<input type="checkbox"/> 2	Vision –near acuity (corrected vision at 20 inches or less)										
<input type="checkbox"/> 2	Depth perception (judge 3 dimensions, distance & space)	<input type="checkbox"/> 2	Field of vision (see up, down, left, right while eyes fixed)										
<input type="checkbox"/> 2	Color vision (identify and distinguish color)	<input type="checkbox"/> 2	Sense of smell	<input type="checkbox"/> 0	Sense of taste								
<input type="checkbox"/> 2	Hear in quiet surroundings	<input type="checkbox"/> 2	Hear over the phone	<input type="checkbox"/> 2	Talk in quiet surroundings	<input type="checkbox"/> 2	Talk in noisy surroundings						
<input type="checkbox"/> 2	Talk over the phone												