



JOB DESCRIPTION
LICENSED VOCATIONAL NURSE (LVN) &
LICENSED PSYCHIATRIC TECHNICIAN (LPT)

POSITION REQUIREMENTS:

1. Current California license/certification/registration
2. Evidence of continuing education
3. Prior related professional experience

SKILLS:

1. Employee will be able to utilize the approved process to resolve biophysical, psychological educational, and environmental needs of the patients and/or significant other when administering care.
2. Strong written and verbal communication skills.
3. Basic computer skills.
4. Basic organizational skills.
5. Demonstrated leadership ability and patient assessment skills.

PHYSICAL REQUIREMENTS:

1. Good physical and mental health.
2. Near visual acuity required to assess patients and perform various aspects of patient care.
3. Flexibility of movement in regards to reaching, bending and twisting to work with patients and obtain supplies from cabinets and file drawers.
4. Reaching for and handling medical records on a consistent basis.
5. Talking and hearing to communicate with other hospital staff, patients, and visitors.
6. Hearing to respond to monitor and equipment alarms.
7. Ability to be on feet 8 to 12 hours at a time.
8. Ability to push gurneys/beds and equipment up to 50 pounds.
9. Ability to lift 50 pounds unassisted.
10. Ability to walk up and down several flights of stairs.
11. Strength to restrain combative individuals.

POSITION SUMMARY:

Provides professional nursing care for assigned patients in care center and performs within the standards of professional practice and hospital policies and procedures.

Maintains up-to-date patient records, files, logs, assembles new charts, stamps all forms with patient information and verifies chart completeness on discharge. Reviews all charts for outstanding orders prior to the end of shift. Provides accurate documentation on patient records. Works in conjunction with care team to ensure that orders are signed. Disassembles charts upon discharge.

Performs venipuncture blood withdrawals and skin punctures on any patient to obtain a blood specimen for laboratory tests. Additional tasks may be added or deleted from this list of responsibilities depending on specific care center assigned.

Utilizes individualized care plans according to patient care standards.

Administers medications and therapies per care center policy.

Directs and aids patients in active and passive exercise, range of motion exercises, gait practice, isometrics, ankle pumps and Medi-chair transfers. Assists in repositioning, transferring or ambulating patients according to policy.

Provides direct patient care, evaluates outcomes, consults/communicates with other hospital staff and physicians, as required and adjusts nursing care processes as indicated to ensure optimal patient care.

The above statements are intended to describe the general nature and level of work being performed. They are not intended to be construed as an exhaustive list oaf all responsibilities, duties and skills required.

I have read and understood the above job description and have been given a copy of this information to refer to as needed.