

Position Description:	Licensed Practical Nurse
Position Summary:	The Licensed Practical Nurse is responsible for the provision of healthcare, including conducting physical exams and general health assessments for clients and providing on-going consultation with the treatment team regarding physical health related concerns of clients.
Primary Responsibilities:	<ul style="list-style-type: none"> ● Complete necessary assessments including intake physical assessments, physical exams and general health assessments. ● Provide direction to Medication Technicians and respond to questions related to medication administration. ● Meet with client treatment teams for treatment planning and consultation. ● Document client participation, progress and updates in client records. ● Facilitate group health education and state required education. ● Continue professional development to maintain licensing requirements. <p>General</p> <ul style="list-style-type: none"> ● Work as a member of the broader team of the Center to ensure a high level of service to our clients, including assisting with general housekeeping, kitchen duties and light maintenance. ● Other duties as assigned. <p>This job description is subject to change at any time.</p>
Degree of Authority to Execute Responsibilities:	<p>The Licensed Practical Nurse has the authority to make decisions regarding health care of clients and providing input to the treatment team within the scope of the Licensed Practical Nurse credential. The Licensed Practical Nurse will defer to the Nurse Manager or Medical Director on matters that reach beyond these responsibilities.</p> <p>The Licensed Practical Nurse can also respond to questions related to changing medication orders (i.e. flexibility related to the timing of medications and/or consumption of medications at the same time). The Licensed Practical Nurse will defer to the Medical Director on changes to prescriptions, medications, doses, etc.</p>
Qualifications:	<ul style="list-style-type: none"> ● Degree from an accredited school of nursing. ● Licensed Practical Nurse certification from the State of Minnesota in good standing.

	<ul style="list-style-type: none"> • Two years of work experience providing physical health care services to adults. • Must be at least 21 years of age, per licensure requirement pertaining to staff who supervise clients at a residential facility. • Must be free of problematic substance use for at least two years immediately preceding employment and must sign a statement attesting to that fact. • Knowledge, experience or expertise with management of acute and chronic health related needs of clients with mental and/or substance dependency needs preferred. • Experience providing physical health care services to children preferred. 		
Physical Requirements:	<ul style="list-style-type: none"> • Constantly operate a computer and other office machinery, such as a calculator, copy machine, printer, etc. • Frequently communicate with employees, managers, clients and other individuals with key relationships. This requires receiving and providing accurate information in these situations. Information can be shared and received verbally or in writing. • Frequently read and update medical records, prescriptions and medication bottles, medical orders, etc. • Frequently move around the office to access file cabinets, office machinery and supplies, etc. 		
Acknowledgement:			
I have received a copy of the position description. I have read and understand the contents. I attest that I am qualified to perform the duties described in this document.			
Employee Name: (please print)	_____		
Employee Signature	_____	Date:	_____