

POSITION DESCRIPTION

TITLE:	Licensed Practical Nurse (LPN)
REPORTS TO:	Care Services Director
DATE OF DESCRIPTION:	October 2019
FUNCTION:	Primary function – guide-serve residents and grow team

Samaritan Place is a Catholic health care facility committed to providing a home to 100 individuals who require Level 3 and Level 4 long term care services and 20 individuals who are companions of some of the residents. We advance the healing and caring ministry of Jesus Christ by responding to needs of the spirit, mind, body and culture of those who live at Samaritan Place. At Samaritan Place care is compassionate, resident-directed, safe and respectful.

POSITION SUMMARY

The LPN provides each resident with routine daily nursing care and other desired services in accordance with the resident's assessment, choices and Care Plan. The LPN also provides clinical leadership to the household ensuring the Mission, Vision and Values of Samaritan Place are supported through the clinical services of the household.

The LPN is a member of a self-directed, cross-trained work team assigned to a household on a permanent basis to plan and coordinate resident care creating a home and strengthening community.

All direct care staff including the LPN are trained in food service, housekeeping, laundry, social and activities services that directly affect the resident's environment. Within our Home environment, there is the possibility to have animals that also need care. Specific training will be provided should this become necessary.

QUALIFICATIONS

- License to practice in good standing with SALPN
- Current CPR certification
- Experience in gerontological nursing is preferred
- Excellent clinical skills and demonstrated understanding of the nursing process
- Demonstrated ability to supervise the nursing care delivered by the Care Partners
- Ability to communicate in English both verbally and in writing
- Gentle Persuasive Approach training
- TLR certification.

PRINCIPLE ACCOUNTABILITIES

Resident directed/person centered care function

- Provide care according to each individual resident's care plan and wishes
- Demonstrate flexibility to readily readjust priorities according to resident's needs
- Ensure resident's needs are met in a timely manner, e.g. call lights, personal requests, etc.
- Respect the residents' privacy and personal space with all interactions
- Demonstrate to all staff, residents and family that the organization is committed to the creation of the pleasures and daily life expected of home.
- Encourage pleasurable moments, laughter and fun in the households.

Leadership Function

- Supervise other staff as a role of service, not authority, and seek to support coworkers to succeed
- Facilitate a sense of team connection and participation
- Facilitate conflict management while respecting diversity of people, their strengths and ideas
- Guide household staff in meeting the needs of the residents while practicing routines based on their wants and desires
- Cooperate with other household staff to ensure that the emotional and physical needs of the residents are met
- Participate in hiring functions, orientation, training, clinical competency, coaching, educating, counseling and performance appraisals
- Demonstrate efficient and effective use of all resources of the household
- Provide clear directions and elicit trust and cooperation from staff
- Communicate resident's medical needs clearly with staff and families
- Communicate clearly and effectively with physicians and other medical professionals

- Demonstrate the mission/vision/values of Samaritan Place with all interactions
- May lead learning circles and daily staff huddles
- Positively promote Samaritan Place and its mission within the community
- Actively participate in learning circles during work time
- May act as household leader to ensure smooth daily functioning of the house

Medication and Treatment Administration Function

- Safely and accurately administers all medication and treatments
- Follow Samaritan Place policy regarding the administration of medications
- Complete medication error forms as per policy.
- Participates in improvement activities related to medication errors
- Time medications/treatments to coincide with the resident's routine/choices
- Avoid medication delivery at mealtimes
- Communicate with residents, physicians, staff and families regarding the status of treatments/medications
- Intervene only at the least level needed-ensure medications are appropriate and advocate for the least level of medication necessary
- Actively participate in pharmacy in-services

Clinical Function

- Demonstrate strong commitment to the highest clinical outcomes
- Coordinate and participate in clinical reviews/family conferences
- Respond to resident/family questions or concerns about timely and respectfully
- Prior to treatment, ensure informed consent to the level possible for each resident
- Respect and respond to the resident's right to refuse treatment
- Complete care in accordance with best practice guidelines
- Involve Care Services Director for any wound greater than Stage 2
- Assist with direct personal care needs of residents (assist to dress, use toilet, bath, etc.)
- Alert the Care Services Director to resident's acute illnesses, transfers to hospital, etc.
- Assist nurse practitioner and/or physician for rounds
- Respond and promptly report all accidents/incidents to the resident's family contact and to the Care Services Director
- Observe resident care and note changes/concerns

Activity/Housekeeping/Laundry/Food Service Function

- Plan and support residents to engage in a variety of social/recreational activities
- As needed, perform basic housekeeping duties, food preparation, and laundry care to help maintain a clean, hygienic home for residents

Care Planning and Documentation Function

- Complete MDS assessments. Obtain input from all team members including the resident
- Document interventions and resident responses accurately and completely
- Process physician's orders and implement according to P&P
- Assess, plan and evaluate care plans for residents at risk to demonstrate aggression. Encourage resident and multidisciplinary involvement in the plan. Communicate the plan to the care team
- Assess all risks identified in the RAI/MDS assessments, plan communicate and evaluate care plans to remove or reduce the risks

Personnel Functions

- Plan time off from work in advance, ensuring that essential responsibilities can be covered
- Report to work according to schedule
- Work within scheduled hours
- Adjust meal /break times around resident schedule
- Use the telephone in a professional manner
- Do not use cellular phone during work
- Follow Samaritan place dress code/personal hygiene policy
- Use good judgment when replacing staff due to illness/absence
- Identify staff performance issues
- Participate in the performance evaluation process as requested

Performance Improvement Functions

- Seek resident/family evaluation of care
- Participate in facility surveys
- Serve on councils, committees, teams as requested
- Participate in household audits/rounds. Recognize strengths and areas for improvement
- Share concerns/information with household staff demonstrating a willingness to help solve any problem
- Actively participates in the 360-degree performance review process

Education Functions

- Demonstrate a willingness to learn
- Meet education requirements to maintain certification and licensure
- Share knowledge and skills through participation in in-services, orientation of new staff and day-to-day interactions with staff

Workplace Safety

- Follow the safe work practices and procedures developed as per the Occupational Health and Safety Act and Regulations
- Comply with all WHMIS requirements
- Comply with all infection prevention standards
- Understand emergency plans and respond appropriately
- Protect co-workers from injury, notify supervisor immediately of unsafe situations or equipment
- Follow TLR procedures
- Report any known or suspected harassment to supervisor or other leadership team member

SECONDARY ACCOUNTABILITIES

- Additional duties as assigned.

HOURS OF WORK

- 12-hour shifts rotated between days, eves and nights
- Permanent assignment to a residence with 24-38 residents

PHYSICAL DEMANDS

- See Job Safety Analysis (JSA)

MENTAL DEMANDS

- Ability to work with frequent interruptions
- Ability to distinguish priorities in resident care and follow through with them
- Must be able to handle difficult and emotionally upsetting circumstances which involve the resident and/or family members
- Takes initiative to advocate for residents
- Resolves conflict effectively