



Menno Place JOB DESCRIPTION

JOB TITLE: Licensed Practical Nurse

DEPARTMENT: Resident Care / Nursing / Home

REPORTS TO: Nurse Manager

JOB SUMMARY:

Under the direction of the Nurse Manager, and the general supervision and clinical direction of the Resident Care Coordinator, the Licensed Practical Nurse provides nursing care to residents in a complex care setting. They are knowledgeable of and adhere to the standards of practice as outlined by the College of Licensed Practical Nurses of British Columbia. In performing duties, the Licensed Practical Nurse will follow Menno Place policies and procedures ensuring the provision of *Resident and Family Centred Care* (RFCC) while safeguarding staff and residents.

The Licensed Practical Nurse is an integral member of the Menno Place team and is required to have a commitment to the vision, mission and values of Menno Place performing duties following Menno Place policies and procedures and ensuring safety for residents and staff.

This position requires teamwork, communication and cooperation. It is the expectation that the individual in this position contributes to a positive, safe working environment, takes instruction well and cooperates with their supervisor and co-workers. This person manages their time well and participates in continuous quality improvement of services provided.

DUTIES & FUNCTIONS:

1. Performs nursing care for residents on assigned shifts, assessing needs, planning, implementing and evaluating nursing care.
2. Documents observations and therapeutic treatments on the health record.
3. Assumes a multidisciplinary approach to the development of a care plan, including nursing needs and approaches to be used by Resident Care Aides (RCA) and other health care workers in conjunction to the physician's plan of care.
4. Performs various treatments/procedures as outlined in the competencies required of the beginning Licensed Practical Nurse, including administration of oral, injectable, and topical medications.
5. Provides a supportive environment for resident/family. Promotes resident involvement in health care decision: provides information and opportunity to discuss concerns and respects personal choices.
6. Assists with the collection of information to support Quality Improvement activities.
7. Attends and provides input at committee meetings as required, and participates in multidisciplinary

care conferences.

8. Supports and directs the RCAs in the delivery of quality resident care. Provides performance feedback and input to the RCC on team and individual staff performance.
9. Assists in providing emergency resident care as indicated by the Care Team and/or physician.
10. Shares in the admitting, discharging, and transferring of residents, and assures accurate records are kept.
11. Consults and/or promptly advises the RN regarding information on the resident's status such as changes in the resident's condition, care requirements, need for equipment, falls, and transfers to hospital.
12. Maintains RAI coding competency as required. Updates care plans and maintains RAI assessments in the required time frames in an accurate manner.
13. Orientates new staff as required.
14. Performs other related duties as assigned.

QUALIFICATIONS

Education, Training and Experience

- Graduation from an approved Practical Nurse Program and holds current registration with the BC Council of Licensed Practical Nurses.
- Competency in all skills outlined in the competencies required of the beginning Licensed Practical Nurse from the BC Council of Licensed Practical Nurses.

Skills and Abilities

- Ability to communicate effectively in English both verbally and in writing.
- Ability to deal with others effectively.
- Physical ability to carry out the duties of the position
- Ability to organize work.
- Ability to operate related equipment.

Health & Safety

- Is aware of their rights and responsibilities and follow all health and safety policies and procedures.
- Works safely to reduce the risk of injury to self, co-workers, and residents.
- Is alert to and promptly reports all actual or potentially hazardous situations to immediate supervisor. Does not operate or use faulty equipment.
- Promptly reports personal injury to supervisor and seeks first aid as needed.

- Participates in fire safety demonstrations and fire drills, and knows the facility fire and disaster plan.

All applicants for this job posting must provide satisfactory proof, or have such proof on file, that he/she has received the COVID-19 vaccination and any required COVID-19 booster vaccination. This requirement shall be waived if the applicant has not received the vaccination due to any legislated protected human rights grounds. In such a case, and upon presentation of sufficient proof, the [Employer] shall make reasonable attempts to accommodate the applicant to carry out his/her role where possible recognizing that the health and safety of other employees and residents will be a priority.

APPROVED BY:

Manager (title)

DATE APPROVED: