


**ALBRIGHT
LIFE CENTER**
Living Independently for Elders

POSITION 7-13(17)

NOVEMBER 16, 2017

TITLE:	Clinical LPN	DEPARTMENT:	Albright LIFE
SUPERVISOR:	RN Case Manager	SHIFT:	1 st shift Full time 40 hours/week
LOCATION:	LIFE Lycoming		

BRIEF DESCRIPTION: Provides primary medical care to Albright LIFE participants under direct supervision of the registered nurse in a medical clinic and/or home care setting.

PRIMARY RESPONSIBILITIES:

- Embraces the team concept and interdisciplinary care in the LIFE Program environment. Participates as an active member of the interdisciplinary team, determining the nursing and day center goals of the care plan; monitoring the participant's progress toward goals; documenting in the electronic medical record in accordance with LIFE procedures; and, working closely with the Quality RN, Manager of Clinical Services and Director of Service Excellence to monitor key benchmarks for nursing and day center services.
- Triage participants, by phone or face to face, eliciting appropriate information from participant or representative to make determination whether advice or appointment is appropriate, in accordance with LIFE standards, under the supervision of the clinic leadership. As assigned, covers on-call hours.
- Assists with diagnostic and therapeutic procedures; records all vital signs as indicated by visit or follow-up standards; performs routine lab work; helps participants prepare for examinations according to departmental procedures and in a timely manner; maintains 100% accuracy in the performance of all routine tests, procedures and measurements according to standards (urine dip-stick, blood glucose, ECG, nebulizer, etc.).
- Administers medications/applications, etc. as ordered by physician; maintains stock par level of all medications; monitors /maintains record of refrigerator alarm; monitors medication storage area for expired/unused drugs including topicals, etc.
- Responsible for the weekly distribution of participant medications, including medication reconciliation.
- Efficiently and accurately utilizes all equipment in the clinic, including but not limited to: EKG and suction machines, nebulizers, glucometer and oximetry; demonstrates knowledge of all emergency and safety equipment and practices good safety standards at all times.

QUALIFICATIONS:

- Must be a Licensed Practical Nurse currently licensed in the Commonwealth of Pennsylvania with one year experience as a licensed practical nurse with a frail or elderly population.
- Ability to effectively plan and coordinate nursing care for individuals, families and groups.
- Ability to plan, organize, work independently, problem solve under pressure and to establish and maintain cooperative working relationships. Must be able to accept and utilize guidance.
- Must be able to follow oral/written instructions and communicate effectively with staff, participants and members of the public/able to speak hear sufficiently to understand/give directions. Fluency in Spanish/English preferred but not required.
- Must possess basic computer skills and be proficient in Windows based technologies.
- Must possess a valid PA driver's license and be able to travel and work flexible hours as needed.
- Must be able to pass a physical examination within State and Federal guidelines and be medically cleared for communicable diseases and have all immunizations up to date before engaging in direct participant contact.

PHYSICAL DEMANDS:

- Works inside, around and with others in a well-lighted and ventilated adult day center.
- Occasional lifting up to 25 pounds, pushing/pulling up to 200 pounds (wheelchairs).
- Sits 50%, walks 25%, and stands 25%.