

## **SENIOR LICENSED PRACTICAL NURSE**

**DISTINGUISHING FEATURES OF THE CLASS:** The work involves responsibility for medication administration, treatments, and supervision of Licensed Practical Nurses, Nursing Assistants and unit helpers on the floor. General supervision is received from a Supervising Nurse. This position differs from Licensed Practical Nurse by virtue of the supervisory responsibility. It also differs from that of Charge Nurse because of the license required and the supervision of Registered Professional Nurses. Does related work as required.

### **TYPICAL WORK ACTIVITIES:**

Supervises and evaluates the work of Licensed Practical Nurses, Nursing Assistants and unit helpers in the care and treatment of residents;

Makes rounds twice daily to check on residents, equipment, and restraints;

Evaluates residents' conditions and interactions with staff;

Monitors the clinical care on the floor,;

Assigns staff(excluding Registered Professional Nurses) duties and monitors work performance;

Provides family members with information and education of policies and procedures;

Disciplines staff (excluding Registered Professional Nurses) in a timely and appropriate manner;

Reviews tracking reports (accidents, incidents, etc.) and may initiate infection control forms;

Reports the condition of residents to incoming staff;

Monitors and orders supplies and medication;

Recommends any needed policy and procedures modifications or changes;

Maintains a variety of records and reports.

Monitors staff response to emergency situations;

Assesses resident status on a daily basis.

### **FULL PERFORMANCE KNOWLEDGE, SKILLS, ABILITIES, AND PERSONAL CHARACTERISTICS:**

Good knowledge of current professional nursing practices;

Good knowledge of medical supplies, sanitation and personal hygiene;

Skill in the application of current nursing procedures and techniques of resident care;

Ability to recognize the needs and concerns of people and maintain positive working relationships in dealing with them;

Ability to communicate effectively both orally and in writing;

Ability to keep records and make reports;

Dependability, resourcefulness, good observation skills, professionalism;

Ability to plan and supervise the work of others;

Organizational skills;

Physical condition commensurate with the demands of the position.

**MINIMUM QUALIFICATIONS:**

Completion of a course of study approved by the New York State Education Department as qualifying for Licensed Practical Nurse and licensure to practice as a Licensed Practical Nurse in New York State and one year of nursing experience.

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Non-Competitive