

LICENSED PRACTICAL NURSE

DISTINGUISHING FEATURES OF THE CLASS: An employee in this class is responsible for the routine care of patients in accordance with a well defined patient care plan under the direct supervision of a Registered Professional Nurse. A Licensed Practical Nurse working at the Ulster County Department of Health will also be responsible for coordinating contact tracing activities and case investigations and must be capable of functioning independently and will not function under the direct supervision of a Registered Professional Nurse as the New York State Code, Title 10, Section 741.8 states that there shall be Registered Professional Nurse consultation available at regular intervals but not less than four (4) hours per week. Assignments concerning patient care are given specifically with limited leeway allowed for the exercise of independent judgment. Supervision may be exercised over the work of Nursing Assistants. Does related work as required.

TYPICAL WORK ACTIVITIES: The typical work activities listed below, while providing representative examples of the variety of work assignments in the title, do not describe any individual position. Incumbents in this title may perform some or all of the following, as well as other related activities not described.

Coordinates contact tracing activities with State contact tracers to ensure contacts are reached within 48 hours of contact elicitation;

Conducts rapid and complete case investigations;

Monitors cases, contacts and social support needs on a daily basis;

Utilizes the CDCMS (CommCare) to report all case and contact data;

Carries out therapeutic treatments such as giving enemas, preparing and applying simple dressings and administering certain medications in accordance with established policy;

Assists in the implementation of the nursing care plan;

Takes temperatures, notes rate of pulse and respiration and observes and records other signs and symptoms as directed;

Collects specimens and assists in carrying out diagnostic procedures under supervision;

Assists in the admission and discharge of patients;

Assists patients in performing ambulation exercises and maintaining proper joint motion;

Cares for equipment used in care of patients as directed;

Makes beds and performs other tasks designed to provide a suitable environment for patients;

Bathes patients and gives personal hygienic care;

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May, under the supervision of a nursing professional, provide total nursing care for all patients in an assigned unit of the facility.

FULL PERFORMANCE KNOWLEDGES, SKILLS, ABILITIES AND PERSONAL

CHARACTERISTICS: Working knowledge of nursing techniques and their relation to medical and surgical practices; working knowledge of hospital sanitation and hygiene; ability to carry out therapeutic treatments prescribed; ability to understand and carry out detailed oral and written instructions; ability to keep records and make reports; ability to get along well with patients and others; physical condition commensurate with the demands of the position.

MINIMUM QUALIFICATIONS: Either:

- A. Possession of a current license to practice as a Licensed Practical Nurse issued by the New York State Education Department; **OR**
- B. Possession of a limited permit to practice as a Licensed Practical Nurse issued by the New York State Education Department with the following restrictions: Incumbents with permits must be under the supervision of a nurse currently registered in New York State and if the permittee fails the professional licensing examination he/ she must be terminated from the position of Licensed Practical Nurse.

Note: Candidates meeting the qualification specified under B of this specification will be conditionally approved until such time as proof of license is submitted.

ULSTER COUNTY

4089 LIC PR NS (used at Health Dept)

4090 LPN (used at GHHCC)

Classification: Non-Competitive

Grade: 11

Union: CSEA

Adopted: April 11, 1978

Revised: February 15, 1980

Revised: August 29, 1984

Revised: August 29, 1990

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Revised: December 9, 2020