

JOB DESCRIPTION

LICENSED VOCATIONAL NURSE - HOSPICE

DEPARTMENT: HOSPICE

REPORTS TO: HOSPICE DIRECTOR OF PATIENT CARE SERVICES

POSITION SUMMARY:

This position provides skilled nursing care to patients at home in accordance with state licensure requirements, Joint Commission guidelines, Title 22 regulations, nursing protocol and the organization's policies and procedures.

DUTIES AND RESPONSIBILITIES:

- Provides skilled nursing care as required by the plan of care for the patient.
- Prepares clinical notes and progress notes as required, and submits documentation within 48 hours.
- Documents skilled nursing care appropriate for billing and is aware of reimbursement issues.
- Attends and participates in interdisciplinary team meetings.
- Informs the nursing supervisor, physician and other interdisciplinary team members of changes in the patient's condition and needs.
- Provides education and information to the patient and family in meeting nursing and related needs.
- Participates in educational programs to maintain skills and knowledge of current nursing practices; in case conference meetings to provide continuity of patient care; and in weekend work as needed.
- Performs other related duties as assigned.

QUALIFICATIONS AND REQUIREMENTS:

EDUCATION:

Current state of California LVN license and graduation from an accredited nursing school.
Current CPR certification.

LICENSED VOCATIONAL NURSE - HOSPICE**EXPERIENCE:**

One year of home health and/or acute care experience required.

PHYSICAL DEMANDS REQUIRED TO PERFORM ESSENTIAL JOB FUNCTIONS:

- Must be able to stand up lift (floor to waist) up to 50 lbs. frequently, level lift up to 24 lbs. frequently and 25-50 lbs. occasionally.
- Must be able to lift and carry up to 10 lbs. 100 feet occasionally, up to 24 lbs. 20 feet occasionally.
- Must be able to lift overhead up to 10 lbs. occasionally.
- Must be able to stand and walk frequently, sit occasionally, bend/stoop/squat/crouch occasionally, climb ladder/step stool/stairs occasionally and kneel/balance and reach above shoulders occasionally, reach below shoulders frequently, twist and turn occasionally.
- Pulls – patient positioning during transfer frequently, draw sheet pull 50 lbs. occasionally.
Push – carts, tables and beds up to 40 lbs. occasionally.
- Hands – repetitive motion frequently, fine manipulation frequently, gross manipulation occasionally. Right hand – simple grasp under 50 lbs. frequently, firm grasp over 50 lbs. occasionally. Left hand – simple grasp under 50 lbs. frequently, firm grasp over 50 lbs. occasionally.
- Wrist – up and down motion, side to side motion occasionally.
- Foot pedals (bed locks, lift chairs, etc.) occasionally.
- Speaking/hearing constant (breath sounds, bowel sound, vital signs, etc.)
- Speaking/hearing in person/phone/call system frequently.
- Oral communication, speaking clearly constantly.
- Reading/writing (computer charting, English required) constantly.
- Close eye work/small figures, etc., frequently, color differentiation occasionally.
- Distinguish temperature by touch frequently, by proximity occasionally.

LICENSED VOCATIONAL NURSE - HOSPICE

ENVIRONMENTAL REQUIREMENTS (POSSIBLE EXPOSURE TO):

- Blood/body fluids, infectious disease frequently.
- Anti-neoplastic agents occasionally.
- Dust, fumes, gases, sharp objects occasionally.
- Driving auto equipment frequently.
- Abuse language and violent behavior from patients occasionally.

* KEY: Constant 67 – 100% of the time
 Frequently 34 – 66% of the time
 Occasionally 1 – 33% of the time

STANDARD OF PERFORMANCE AND ACCOUNTABILITY:

All employees will maintain high standards of integrity and business ethics, will abide by the organization's compliance program, rules, policies and procedures, applicable laws and regulations, will conduct self in an honest, ethical manner and report promptly any suspected violation of compliance standards to the Compliance Officer.

All employees will abide by the Injury and Illness Prevention Program (IIPP).

All employees will be held accountable in meeting all functions as defined within the scope of their job description, which includes all goals and objectives set for the position.

If accountability standards are not met, the employee may be given an oral warning followed by a written warning. However, the organization reserves the right to proceed directly to a written warning or separation from employment for misconduct or performance deficiency without resort to prior disciplinary steps when the organization deems such action is appropriate.

AMY ARO KONO
 President

1-10-13
 Date

 Supervisor

 Date

 Employee

 Date