

EASTERN OKLAHOMA MEDICAL CENTER
Position Description

POSITION: LPN

Revised: August 2014

DEPARTMENT: Medical Clinic

Approval: _____

Position Summary:

Provides Nursing Care under the supervision of the Clinic Manager in assigned care areas. Observes all policies, procedures and safety standards as set forth by EOMC.

Position Accountabilities:

1. Maintains competency as defined by EOMC and Nursing Service policy and consistent with patient population growth and development considerations.
2. Effectively organizes patient care activities through use of the Nursing process to meet patient/family needs in the context of established work performance and productivity standards.
3. Promptly addresses patient concerns and employs effective problem solving with patient or patient representative.
4. Ensures patient rights and confidentiality are preserved.
5. Maintains unit safety.
6. Documents patient care in a timely and appropriate manner.
7. Safely administers medications and treatments as ordered by physician and delegated by the Physician.
8. Maintains current knowledge of medications, medication protocols, emergency treatment protocols and equipment operation.
9. Role models and fosters departmental and interpersonal relations consistent with the organization's corporate culture expectations, vision and mission.
10. Actively participates in, promotes and fosters staff development and empowerment to ensure education and training needs are identified. Participates in the governance of Nursing Services.
11. Continually seeks new learning opportunities, experiences, and education in order to meet self development needs.
12. Participates in the development, implementation and monitoring of an effective, ongoing program to measure, assess, and improve the equality of nursing care delivered to patients.
13. Actively participates in discharge planning in cooperation with Social Services and other appropriate disciplines.
14. Ensures proper functioning of equipment, adequate levels and currency of supplies and medications. Takes immediate action to report malfunctioning equipment.

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15. Is immediately responsive to critical patient situations and effectively resolves identified patient care concerns.

16. Perform all other duties as directed.

Minimum Education	Current license to practice in Oklahoma as a Licensed Practical Nurse.
Minimum Experience	A minimum of one year of clinical experience Consistent with Unit assignment.
Required Courses/Training	Current CPR certification.
Skills	Ability to work independently and adapt to a variety of complex situations in a stressful environment. Ability to interact effectively with people in order to accomplish organizational goals with vision and follow through.
Physical Demands	Moderate to prolonged standing, walking, sitting. Moderate to prolonged reading, typing or computer work. Lifting and moving of patients, equipment and supplies. Requires bending, stooping and squatting.
Working Conditions	Subject to exposure to all environmental hazards associated with hospital work and office work. Exposed to patient elements. Handle emergencies and incidents. Working with electrical equipment, lifting of over 50 lbs.
Self-Management and Communication Skills	Continually demonstrates a helpful, positive Attitude, through patience, tact, and courtesy in the daily contacts with co-workers, patients, and general public. Maintains adherence to E.O.M.C. dress code and regular practices Good personal health and hygiene.