

Department: Horace Nye Home/Public Health Nursing  
Classification: Non-Competitive  
Grade: 9 (4)

SPEC DISK C1  
DOCUMENT 40

### LICENSED PRACTICAL NURSE

DISTINGUISHING FEATURES OF THE CLASS: The work involves responsibility for the routine care of patients in accordance with a detailed and well-defined patient care plan under direct supervision of a Registered Professional Nurse. Assignments concerning patient care are given specifically with limited leeway allowed for exercise of independent judgment. Supervision may be exercised over the work of Nursing Assistants. The incumbent does related work as required.

Note: *In compliance with OSHA, this position has a potential risk of exposure to bloodborne pathogens (blood/body fluids).*

TYPICAL WORK ACTIVITIES: (Illustrative only)

Carries out therapeutic treatments such as changing dressings and administering medications in accordance with established policy;  
Assists in the implementation of the nursing care plan;  
Monitors vital signs 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;  
May make beds and performs other tasks designed to provide a suitable environment for residents;  
Bathes residents and gives personal hygienic care to seriously ill residents;  
May act as Unit Charge nurse under supervision of Facility Charge RN.

FULL PERFORMANCE KNOWLEDGE, 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 exactly detailed oral and written instructions; ability to keep records and make reports; ability to get along well with patients and others; cheerfulness; good moral character; patience; emotional stability; physical condition commensurate with the demands of the position.

MINIMUM QUALIFICATIONS:

Completion of a course of study approved by the State Education Department as qualifying for Licensed Practical Nurse.

SPECIAL REQUIREMENTS FOR ACCEPTANCE OF APPLICATION:

Eligibility for a license issued by the State of New York to practice as a Licensed Practical Nurse at time of application. Possession of the license at time of appointment.

GRADUATE PRACTICAL NURSE (GPN):

Certificate of graduation from New York State approved program or Licensed Practical Nurse (LPN) and eligible to sit for State Boards.

Amended: 9/11/98

Reviewed: 6/12/2018