



Job Description

Licensed Practical Nurse

Reports to: Clinical Care Manager

Position Summary: As a member of the hospice team, the Licensed Practical Nurse, under the direction of a RN Case Manager, the person in this position is responsible for direct nursing care to Hospice patients and for educating patients and families in home health care procedures. Also, any secondary duties as assigned.

Qualifications:

- Valid NYS driver's license and available automobile for travel throughout the assigned catchment area.
- Currently licensed as a Licensed Practical Nurse in New York States.
- Five years' experience in nursing is strongly preferred.

Responsibilities:

PROGRAM

- Make home visits, under the direct supervision of RN Case Manager to assist with provision of care to meet patient/family needs.
- Observe clinical signs and symptoms and report to RN Case Manager.
- Participates in Hospice IDT meetings.
- Give personal care to patients as directed by and under the supervision of the RN Case Manager.
- Assist RN Case Manager with coordination of care of home health aides.
- Share assignments and responsibility for continuous care and on-call during evenings, nights, and weekends as directed.
- Participate in the bereavement process as needed and/or appropriate.
- Answer phones promptly, with courtesy and directs the caller to the appropriate person.
- Participate in team conferences as appropriate.
- Complete all paperwork and reporting in a timely manner.
- Participate in continuous education opportunities to provide for professional growth and license certification.
- Perform other duties as assigned.
- Computer competency in accessing information in patient electronic records.

ORGANIZATION

- Participates in staff activities including staff meetings and outreach/fundraising activities.
- Adheres to the Standards of Conduct of High Peaks Hospice and Palliative Care.
- Undertakes regular self-assessment and training to assure continued professional growth and development, including attending conferences and training as requested.
- Other duties as assigned.