

Children's Recovery Center  
Job Description

Title: Licensed Vocational Nurse (LVN)  
Department: Nursing  
Reports to: Director, Patient Care Services

A. Job Summary:

The LVN is a professional care giver who assumes responsibility and accountability for a group of patients for a designated time frame and provides care to these patients via therapeutic use of self, the nursing process, the environment/instrumentation, and other health care team members.

B. Principal Duties and Responsibilities Performed:

Responsibility: Provides patient care under the supervision of a Registered Nurse.

Tasks:

1. Count all narcotics/controlled substances at the beginning and end of each shift.
2. Check assignment sheet at the beginning and end of each shift.
3. Attend and listen to shift report 7:00am, 3:00pm, and 11:00pm updated, nurse coming on duty for any current changes in patient's condition.
4. Do initial total body assessment on each patient.
5. Check MARS for meds to be given; treatments to be done.
6. Administer all meds and treatments as prescribed by Doctor and document patient's response to meds and treatments. Provide respiratory treatments in the absence of a respiratory therapist to include respiratory treatments, O2 delivery and vent checks.
7. Make sure there are enough meds for incoming shift. Especially liquids, ointments, narcotics and IV solutions.
8. Be sure to make supervisor and unit clerk aware that you are asking to have meds refilled and note time they were phoned in on pharmacy book.
9. Document in patient's chart every 2 hours or more often if needs.
10. Check patient advocate assignments and follow through with completion of all documents and Weekly Summary and Care plans as dictated in Policy and Procedure Manual).
11. Notify Supervisor and Physician of any changes in patient's condition.
12. Complete verbal and written overview sheet with supervisor.
13. May start Peripheral IV lines after completing IV certification.
14. May flush and discontinue Peripheral IV lines excluding PICC lines.
15. May hang basic IV solutions including those containing potassium.
16. May hang blood and blood products per protocol.
17. All other IV's including pushes, TPN, Lipids, and antibiotics should be prepared for RN to hang. (ie- proper tubing, filters, saline, and heparin solutions should be ready).
18. Check availability of all scheduled IV meds in refrigerator in IV room and inform RN.

19. Check all infusing IV's for redness, swelling, tenderness, every 2 hours.
20. Check all other IV sites for redness, swelling, and drainage and report appropriately.
  
21. Must have working knowledge of IV pumps including Baxter, Abbott Valley Lab, IVAC and CADD's.
22. Will change dressing on all peripheral IV's per protocol.

C. Minimum Qualifications:

Formal Education/Training:

1. Graduate of an accredited school of Vocational Nursing

Certification/Registration/Licensure:

1. Current Licensure in State of CA
2. Certified in BLS

Job Related Experience:

One year previous Acute Care Pediatric Experience or equivalent experience in Pedi Sub-Acute

Physical Requirements:

1. Be able to move intermittently throughout the workday.
2. Be able to cope with mental and emotional stress of the position.
3. Be in good health and demonstrate emotional stability.
4. Must be able to relate to and work with disabled children, difficult families, occasionally hostile people within the facility.
5. Must be able to lift, push, pull and move a minimum of 50 lbs.
6. Must be able to assist in evacuation of children during emergency situations.

Contact Information:

Human Resources Department  
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[www.pedisubacute.com](http://www.pedisubacute.com)