



# JOB DESCRIPTION FOR: LICENSED NURSE

Employee's Name \_\_\_\_\_ Position # \_\_\_\_\_ Supervised by: PS

## Primary Function

To assure that each individual receives quality, individualized personal and health care supports resulting in optimal health. To provide health care and direct support to individuals in a manner which is normalizing, sensitive to their needs, and respectful of their dignity. To provide health care within the normal routines of direct support. To function as an active and cooperative member of the household direct support team.

## 3. Specific Job Responsibilities:

1. Implements all applicable programs, services, supports, and health care interventions as specified in assigned individuals' plans.
2. Provides routine daily assistance and health care to individuals as their individual needs and plans dictate.
3. Promotes and provides an atmosphere of dignity and respect, including privacy, age-appropriateness, respectful interactions, etc.
4. Protects and promotes all individuals' basic civil, human, and legal rights.
5. Acts to assure that individuals' preferences and choices are honored in the daily provision of support, assistance, and health care.
6. Provides necessary assistance, support, and health care for individuals to have appropriate and consistent access to their community.
7. Schedules, coordinates, and attends individuals' medical appointments as needed.
8. Provides on-going monitoring and observation of individuals' health status at all times; and promptly reports changes/concerns appropriately.
9. Legibly and coherently documents all health care & support information necessary to meet applicable policies/procedures/regulations.
10. Maintains professional relationships and behavior with individuals, families, co-workers, and representatives of outside agencies.
11. Maintains knowledge of and adheres to all AXIS, Inc. policies, procedures, guidelines, and standards.
12. Maintains knowledge of and adheres to all applicable laws, rules, regulations, and contracts.
13. Performs job duties so as to protect personal, individual, and organizational safety.
14. Follows universal precautions in performance of personal assistance tasks which may result in exposure to blood and/or bodily fluids.
15. Assures needed health care supplies and materials are stocked and available for assigned individuals.
16. Functions as an active and cooperative member of the individual planning and household work teams.
17. Attends all mandatory meetings and training sessions required by supervisor/organization & maintains up-to-date licensure and registration.
18. Under direction of RN/QIDP, performs training on and monitoring of individuals' health care treatments and interventions.

## Qualifications:

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required:

### **BASIC REQUIREMENTS:**

- Must hold a current RN or LPN license and registration to practice nursing in Minnesota.
- Must hold current CPR certification or obtain within the first 3 months of employment.
- Valid driver's license and driving record which allows candidate to be insured. Current proof of insurance.
- Prior education and/or experience working with persons with developmental disabilities preferred.
- Ability to lift up to 50 pounds, which includes lifting objects and lifting and transferring individuals.
- Ability to see and hear adequately to assure individual safety and to make needed assessments.
- Ability to sit, stand, stoop, bend, reach, frequently and push/pull wheelchairs.
- Ability to meet acceptable attendance and schedule standards.
- Ability to pass criminal background screening.
- Documentation of freedom from tuberculosis.

**LANGUAGE/LITERACY SKILLS:** Ability to read and interpret documents such as individual plans, safety rules, operating and maintenance instructions, and policy/procedure manuals. Ability to write routine documentation entries and assessments using both manual and electronic means. Ability to speak the English language sufficiently to interact responsively with individuals and other members of the team.

**MATHEMATICAL SKILLS:** Ability to add, subtract, multiply, and divide in all units of measure.

**REASONING ABILITY:** Ability to apply common sense understanding needed to carry out instructions furnished in written, oral, or diagram form. Ability to assess problems and respond appropriately in a variety of situations according to approved AXIS, Inc. policies, procedures and guidelines.

**PHYSICAL DEMANDS:** The physical demands described above are representative of those that must be met by an employee to successfully perform the essential functions of this job.

**REASONABLE ACCOMMODATION:** The above requirements are necessary for an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable persons with disabilities to perform the essential functions.