

SUPERVISING LICENSED PRACTICAL NURSE

DISTINGUISHING FEATURES OF THE CLASS: The work involves being responsible for the operations of the nursing facility when higher level nursing supervisors are not on site. The work is carried out under the supervision of Registered Nurses that are on-call and available to respond if necessary. In addition, the work involves the routine care of residents and/or clients in accordance with detailed and well-defined rules and regulations. An incumbent in this class assists a Registered Professional Nurse in the carrying out of orders prescribed by a physician. The work requires understanding of and skill in routine nursing practices but does not require the exercise of professional judgment. Assignments concerning resident and/or client care are given specifically and supervised by a Registered Professional Nurse or a physician. An employee in this class exercises supervision over a number of Certified Nurse Aides and other support staff. A Supervising Licensed Practical Nurse does related work as required.

TYPICAL WORK ACTIVITIES:

- Supervises Nurse Aides and other support staff;
- Responsible for facility operations when Registered Nurses are on- call and not physically present;
- Bathes residents and/or clients and gives personal hygienic care;
- Makes beds and performs other tasks designed to provide suitable environmental for residents and /or clients;
- Cares for equipment used in care of residents and/or clients as directed;
- Assists in the admission and discharge of residents and/or clients;
- Takes the temperature, notes the rate of pulse and respiration and observes and records other signs and symptoms as directed;
- Collects specimens and assists in carrying out diagnostic procedures under supervision;
- Caries out uncomplicated therapeutic treatments such as giving enemas, preparing and applying simple dressings and administering certain medications upon specific instructions of the physician or a Registered Professional Nurse.

FULL PERFORMANCE KNOWLEDGES, SKILLS, AND ABILITIES AND PERSONAL CHARACTERISTICS: Good knowledge of nursing techniques and their relation to medical and surgical practices; good knowledge of nursing facilities sanitation and hygiene; ability to supervise and give direction to subordinate staff; ability to apply therapeutic treatments as prescribed; ability to understand and carry out exactly detailed oral and written instructions; ability to keep records and make reports; ability to get along with residents and others; good moral character; physical condition sufficient to perform the essential functions of the position.

MINIMUM QUALIFICATIONS: At time of appointment must possess a valid license and current registration to practice as a Practical Nurse in New York State and have one year of nursing experience.

CATTARAUGUS COUNTY CIVIL SERVICE

Adopted: 6/9/21