



2022-58
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Revised 3/14/24

POSITION VACANCY ANNOUNCEMENT
BELKNAP COUNTY

Position Title	Salary	Department/Division	Work Shift
LPN-Registry	\$35 + shift & weekend differential	Nursing Home	Various

SPECIAL INSTRUCTIONS:

An application is required and may be completed by going to the County's website www.belknapcounty.gov clicking on the "Employment" tile and "Apply on-line". Resumes are encouraged but will not serve as a replacement for the required application. Questions contact: [Jamie Ellsworth](#), Human Resources, 34 County Drive, Laconia, NH, 03246; Phone 603-729-1245.

GENERAL SUMMARY:

Under the general supervision of the RN, renders nursing care to residents within an assigned unit of the nursing home. Assists the RN in implementing the resident care plan on a designated unit.

ESSENTIAL JOB FUNCTIONS:

Follows established performance standards and implements facility policies and procedures on the unit assigned. Interprets existing policies and procedures to nursing assistants, restorative nursing assistants, residents, families and physician.

Supervises and evaluates all direct resident care provided within the unit and initiates corrective action as necessary.

Obtains report from nurse he/she is relieving and records sufficient information to implement appropriate follow-up action as necessary in relation to the resident's treatment needs.

Conducts resident rounds to assess the skin condition of each resident and report problems to the Nursing Supervisor or Unit Manager, and takes necessary follow-up action.

Identifies special nursing problems and emergency situations quickly, and initiates immediate "life saving" measures in the absence of a physician.

Participates in facility educational programs, such as orientation, in-service and nursing assistant education programs. Participates in staff meetings.

Instructs nursing assistants in proper, preventive safety measures and use of adaptive equipment to meet the needs of each resident.

Assesses, plans, implements and evaluates the nursing care of assigned residents, with the guidance of the RN.

Assumes responsibility for compliance with federal, state and local regulations within the unit on the assigned shift of duty.

Obtains a nursing history for each resident and records this information as a part of the permanent record.

Administers treatments according to the physician's order and accurately records treatments administered, as well as progress notes. Establishes priorities for intervention and treatment.

Assesses the resident for signs/symptoms indicating desired or undesired effects of treatment. Documents resident care provided and resident's response or lack of response to treatment provided.

Assesses and reports changes in resident's condition to physician, the Unit Manager and responsible party and takes follow-up action as necessary.

Assists in the admission/transfer and discharge of residents including documentation as necessary.

Defines resident needs/problems which are amenable to nursing intervention. Defines specific nursing interventions to achieve goals. Obtains physician's orders and any revisions for all treatments needed.

Provides direct resident care. Establishes goals with patient/family if possible.

Plans for and/or provides information to residents and families relative to their condition, treatment plan and anticipated changes in life style, as well as information for health maintenance.

Assists the physician in diagnostic or therapeutic procedures.

Reports to RN changes in resident condition that require changes in the resident plan of care.

Follows Resident's Rights and all facility safety policies and procedures at all times.

Assures implementation of quality assurance and infection control practices and assists in maintaining a safe environment for residents and staff.

OTHER DUTIES AND RESPONSIBILITIES:

Serves as resource person to LNA's.

Participates in resident care conferences.

Performs other related duties as required.

SKILLS/EXPERIENCE/TRAINING REQUIRED:

Duties require completion of a high school diploma, graduation from an accredited school of Practical Nursing and current licensure by the N.H. State Board of Nursing.

Must possess sincere concern and interest for the geriatric patient.

Must maintain current certification in CPR.

SUPERVISORY RESPONSIBILITY:

Assists in the supervision, evaluation and counseling of the LNA's. Carries out supervisory responsibilities in accordance with Belknap County's policies and applicable laws.

WORKING CONDITIONS/PHYSICAL DEMANDS:

This position may be exposed indoor and outdoor environments, and may be subject to extreme variations of temperature, noise, odors, blood borne pathogens, physical, chemical and respiratory hazards.

Balancing, crouching, grasping, pulling, pushing, lifting, reaching, repetitive movement and stooping are required.

An individual in this position will be required to assist in transfer, lift of movement of residents in excess of 75 pounds.

The above statements are intended to describe the general nature and level of work being performed by people assigned to do this job. The above is not intended to be an exhaustive list of responsibilities and duties required. The omission of specific statements of duties does not exclude them from the position if the work is similar, related, or a logical assignment to the position.

***External and internal applicants, as well as position incumbents who become disabled as defined under the Americans With Disabilities Act, must be able to perform the essential job functions (as listed) either unaided or with the assistance of a reasonable accommodation to be determined by management on a case by case basis.**

This job description does not constitute an employment agreement between the employer and employee, and is subject to change by the employer, as the needs of the employer and requirements of the job change.

**FOR ADDITIONAL INFORMATION INQUIRE AT THE HUMAN RESOURCES OFFICE,
34 COUNTY DRIVE, LACONIA, NEW HAMPSHIRE 03246**

GENERAL PROVISIONS

In the event the County determines applicants are equally qualified and a County Employee seeks by promotion to fill this vacancy, preference will be given to County Employee.

Position postings not carrying a specific closing date under Special Instructions may be closed without notice after five working days.

In the event the County determines applicants are equally qualified after the oral interviews, and an applicant has furnished proof of entitlement with his/her application, a veteran shall receive preference in hiring related decisions.

"An Equal Opportunity Employer M/F/DP/V"