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# Example of Licensed Vocational Nurse Job Description

Our growing company is looking to fill the role of licensed vocational nurse. If you are looking for an exciting place to work, please take a look at the list of qualifications below.

## Responsibilities for licensed vocational nurse

* Prepare and maintain narrative, statistical, summary, operational records, reports, and logs
* Conduct chart review
* Facilitate, where applicable, NCCHC/ACA/JCAHO accreditation of the medical program by providing the required level of efficiency and approved, appropriate medical services
* Prepare and disseminate safety and accident reports as required by policies and procedures
* Perform rescue functions at accidents, emergencies and disasters in include administering basic emergency medical aid, physically removing people away from dangerous situation, and securing and evacuating people from confined areas
* Properly chart medical care
* Assist corporate counsel with responses to inmate lawsuits
* Promote the development of positive social skills and intervening when inappropriate behaviors are observed
* Provide regular feedback to staff regarding social skills procedures and intervention techniques
* Maintain accountability of staff, inmates and property

## Qualifications for licensed vocational nurse

* Graduation from an accredited school of licensed vocational nursing
* Current and unrestricted license to practice as a vocational nurse in the state of Texas
* NCT certification highly preferred
* Phlebotomy certification highly preferred
* Previous urgent care, emergency room, or medical office experience preferred
* Highly motivated, self-starter with dedication to excellent patient care and customer service