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# Example of LPN / RN Job Description

Our company is looking to fill the role of LPN / RN. Please review the list of responsibilities and qualifications. While this is our ideal list, we will consider candidates that do not necessarily have all of the qualifications, but have sufficient experience and talent.

## Responsibilities for LPN / RN

* Inspect medical office and storage areas to insure they conform to all security and National Commission on Correctional Health Care (NCCHC) standards and procedures
* Immediately report any/all security irregularities or problems to the on-duty Jail Supervisor and all health related problems to the Director of Correctional Health Care
* Ensure that all security measures are followed as per client’s policies and procedures
* Organize and maintain on-site prescription medications to include monitoring expiration dates and arranging for the proper destruction of unusable medications
* Conduct medication rounds and health care evaluations as required or requested
* Carry out all duties as requested by Supervisors, Administrators, and the Jail Physician
* Document all prisoner health care encounters
* Check incoming prisoners for health problems and/or serious injuries as required or requested
* Update health care files and departmental paperwork throughout the shift
* Assist physician during sick call clinics when indicated

## Qualifications for LPN / RN

* Current Health Certificate (per facility RN/LPN contract or state regulation)
* One year prior RN/LPN experience required
* Minimum one (1) year of nursingexperience as a Registered Nurse (RN) or Licensed Practical Nurse (LPN)
* Copy of updated Physical, based onstate requirements for a Registered Nurse (RN) or Licensed Practical Nurse(LPN)
* Copy of updated TB results/ Chestx-ray preferred
* Completion of a state approved Licensed Practical or Registered Nurse Program