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# Example of LPN Job Description

Our growing company is hiring for a LPN. To join our growing team, please review the list of responsibilities and qualifications.

## Responsibilities for LPN

* Notes date and time opened on liquids and discards when expired per facility policy
* Oversees assignments and care provided by CNA staff
* Participates in team conferences to enhance communication between all three shifts and other disciplines
* Performs general nursing care to residents
* Performs post-mortem care, assuring dignity and respect
* Reports and records any changes in residents' habits, appearance, condition, or attitude, notifying the RN Charge Nurse and other appropriate persons
* Returns medications to pharmacy when medication is discontinued or resident discharged
* Schedules appointments for consultations, yearly physicals exams, lab tests, x-rays, and other ordered services
* Provides skilled observation of residents’ condition and contributes information to aid in planning and evaluating resident care by considering their emotional, social, and physical care needs
* Accurately implements physician orders (e.g., medications, therapies and treatments), and nursing interventions by following facility policies and procedures

## Qualifications for LPN

* If required to administer medications, current Medication Aid Registry listing or completed within first 30 days of hire or transfer date, and maintained thereafter required
* Experience in a related area preferred
* Ability to be bilingual in English and Spanish for working in certain clinics preferred
* Minimum of one-year experience in an outpatient clinic or physician practice required
* Candidate must be able to perform EKG's, phlebotomy, immunizations, height, weight and temperature
* Candidate must have strong oral and written skills