



POSITION DESCRIPTION

Lodge Nurse (LPN) Broadmead Care Society

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| POSITION TITLE: | Lodge Nurse (LPN) | POSITION NUMBER(S): | Various |
| DIVISION: (e.g., Division, Region, Department) | Residential and Community Programs | | |
| UNIT: (e.g., Branch, Area, District) | | LOCATION: | Victoria |
| APPROVED CLASSIFICATION | Licensed Practical Nurse | CLASS CODE | R14 |
| SUPERVISOR'S TITLE: | Care Coordinator or Team Leader | POSITION NUMBER | Various |
| SUPERVISOR'S CLASSIFICATION: | Nurse 5 or Nurse 7 | PHONE NUMBER: | |

PURPOSE OF POSITION

The Lodge Nurse works under the administrative supervision of the Care Coordinator or Team Leader. The Lodge Nurse provides safe nursing care to residents in collaboration with RNs, RPNs and other health care providers within a multidisciplinary team.

The Lodge Nurse carries out nursing functions related to the safe day-to-day care of clients and residents of the Broadmead Care Society, including providing clinical direction to the Health Care Workers and delivering safe direct care to residents, in accordance with the Professional Standards of Practice for Licensed Practical Nurses of BC and the Mission and Vision of the Broadmead Care Society.

SPECIFIC ACCOUNTABILITIES / DELIVERABLES

1. Identifies resident/family's actual and potential strengths and limitations including physiological, psychological, socio-cultural and spiritual needs.
2. Contributes to the development and modification of the individualized resident care plan, including attending and providing input into inter-disciplinary care planning meetings and resident/family conferences.
3. Performs nursing care and procedures and evaluates outcomes. Evaluates, processes and implements doctor's orders. Administers medications to assigned residents according to Lodge policies and procedures.
4. Participates in admissions, discharges and transfers of clients/residents according to Lodge policies and procedures.
5. Accurately documents and updates all relevant information about client/resident care and procedures to achieve client/resident safety and comfort.
6. Communicates changes to the client/resident's condition and care plan to the interdisciplinary team, doctor and family as appropriate.
7. Provides clinical advice and direction to Health Care Workers in all areas related to client/resident care, including instructing and coordinating care staff and making daily assignments, monitoring performance and advising the Program Director of any problems noted.
8. Assists in the orientation and continuing education of new staff, students and other members of the health care team.
9. Provides conscientious oversight to maximize resident and client safety by:
 - Following resident/client safety related policies, procedures and protocols
 - Demonstrating a proactive approach to resident/client safety by seeking opportunities to improve patient safety through questioning of current policies and processes
 - Identifying and reporting/correcting environmental conditions and/or situations that may put a resident/client at undue risk.

- Reporting potential or actual patient safety concerns, medical errors and/or near misses by reporting and completing an Incident Report Form in a timely manner.
 - Encouraging resident/client to actively participate in their own care by asking questions and reporting treatment or situations that the employee does not understand or which may not seem right.
 - Participating and successfully completing safety related training such as Fire and Emergency and MSIP.
10. Participates in continuous quality improvement and program evaluations activities, education sessions, team conferences, meetings and committees.
11. Performs other related duties as required.

DIRECT SUPERVISION (i.e., responsibility for signing the employee appraisal form)

| Role | # of Regular FTE's | # of Auxiliary FTE's |
|--|--------------------|----------------------|
| Directly supervises staff | 0 | 0 |
| Supervises staff through subordinate supervisors | | |

PROJECT /TEAM LEADERSHIP OR TRAINING (Check the appropriate boxes)

| Role | # of FTE's | Role | # of FTE's |
|--|------------|---|------------|
| Supervises students or volunteers <input type="checkbox"/> | | Provides formal training to other staff <input type="checkbox"/> | |
| Lead project teams <input type="checkbox"/> | | Assigns, monitors and examines the work of staff <input type="checkbox"/> | |

PREPARED BY

| | | |
|-------|-------|--|
| NAME: | DATE: | |
|-------|-------|--|

EXCLUDED MANAGER AUTHORIZATION

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| I confirm that: | | |
| <ol style="list-style-type: none"> 1. the accountabilities / deliverables were assigned to this position effective: 2. the information in this position description reflects the actual work performed. 3. a copy has / will be provided to the incumbent(s). | | |
| NAME: | SIGNATURE: | DATE: |

ORGANIZATION CHART

SELECTION CRITERIA

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| <p>Graduate of a recognized practical nursing program.</p> <p>Current, full scope licensure with the College of Licensed Practical Nurses of BC</p> <p>Ability to communicate effectively, both verbally and in writing, with clients, residents, families, co-workers, members of the inter-disciplinary team and the public.</p> <p>Ability to deal with others effectively.</p> <p>Ability to organize work and implement a plan of care.</p> |
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Knowledge and competencies to work at full scope of practice as currently required by the CLPNBC, including administering medications.

Ability to operate related equipment.

Physical abilities to carry out the duties of the position.