

Position: **Benchmark Job #406**

Ministry: Oak Bay Lodge

Working Title: **Licensed Practical Nurse**

Branch: Various

Level: Range 14

Location: Victoria

NOC Code: 3233

## PRIMARY FUNCTION

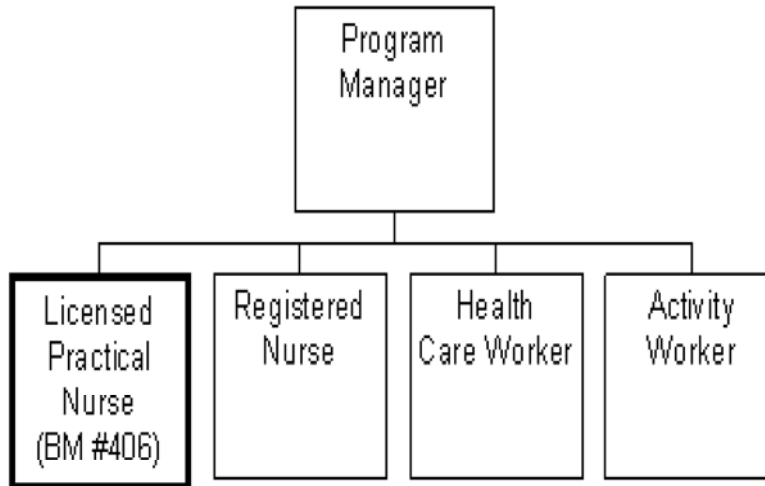
To carry out a variety of nursing procedures in accordance with competency guidelines, policies of the organization and the Standards of Practice for Licensed Practical Nurses.

## JOB DUTIES AND TASKS

1. Assists the registered nursing staff in carrying out nursing procedures
  - a. performs nursing procedures such as catheterizations, applying and changing sterile or non-sterile dressings, colostomy care and irrigation, recording and monitoring blood pressure and blood sugar levels, rectal temperature, administering suppositories and enemas, taking temperature, pulse, and respiration; collecting specimens and condom care
  - b. documents observations and reports relevant information to registered nursing staff
  - c. administers liquid medication, medications from blister packs, narcotics and inhalers
  - d. performs injections and/or instillations by the subcutaneous (i.e. injection under the skin), enteral (i.e. instillation into the gastrointestinal tract) and percutaneous (i.e. through the skin) as ordered by an authorized Health Practitioner
  - e. initiates and maintains oxygen therapy
  - f. participates as a member of the interdisciplinary team by assisting in the development, implementation, assessment and evaluation of client care plans
2. Assesses physical and psycho-social status and reports changes to registered nursing staff
  - a. conducts wound assessments (i.e. assesses colour, odour, size, drainage and swelling)
  - b. assesses vital signs, motor skills and pain levels
  - c. assesses neurological signs (i.e. size of pupils, reaction, hand grip, level of consciousness and range of motion)
  - d. observes client behaviour and conducts interviews with family members to collect medical information
  - e. documents client care and progress (i.e. in-take and out-take records, vital signs, weight, issues of safety and security, etc.)
3. Monitors, assists, documents and teaches clients activities of daily living
  - a. provides personal care such as assisting clients with bathing, dressing, care of skin and hair, changing beds, toileting and ensuring client exercise programs are carried out as directed
  - b. assists clients with meals and feeding
  - c. assists and encourages client mobility and maintenance of body alignment by following established care plans
  - d. porters, transfers, lifts and ambulates clients using adaptive and supportive devices such as supportive

cushions

- e. provides emotional support and comfort to dying client and their family and assists with care of body after death
4. Performs other related duties
- a. attends team conferences and meetings
  - b. uses non-violent crisis intervention to defuse aggressive behaviour and potentially violent situations
  - c. cleans and maintains supplies, equipment and work area according to standards and reports equipment in need of repair



FACTOR	REASON FOR CLASSIFICATION	DEGREE	POINTS
1	<p><b>JOB KNOWLEDGE</b></p> <p>Have a practical understanding of licensed practical nursing procedures to provide nursing care to elderly clients; function as a member of the interdisciplinary team to provide input on the development, implementation, evaluation and assessment of client care plans; assess and monitor clients physical and psycho-social status and report changes to the registered nursing staff.</p>	F	190
2	<p><b>MENTAL DEMANDS</b></p> <p>Apply structured study, analysis and interpretation of elderly clients physical and psycho-social needs and choose an approach using a combination of accepted licensed practical nursing procedures to promote, maintain or restore the health and well being of elderly clients, to monitor the health of clients and report any substantial changes to the registered nursing staff.</p>	E	150
3	<p><b>INTERPERSONAL COMMUNICATION SKILLS</b></p> <p>Persuasion required to use basic counselling skills to encourage cooperation and motivate clients to accept care plans.</p>	D	45
4	<p><b>PHYSICAL COORDINATION AND DEXTERITY</b></p> <p>Significant coordination and dexterity required to perform subcutaneous, enteral and percutaneous injections and/or installations and to administer eye, ear and nose drops.</p>	D	22.5
5	<p><b>RESPONSIBILITY FOR WORK ASSIGNMENTS</b></p> <p>Guided by general procedures or instructions, select alternative course of action to carry out licensed practical nursing procedures and monitor the physical and psycho-social status of elderly clients, participate in the development of treatment plans and encourage clients to accept therapeutic and personal hygiene care plans.</p>	D	75
6	<p><b>RESPONSIBILITY FOR FINANCIAL RESOURCES</b></p> <p>No responsibility for financial resources.</p>	A	5

<b>FACTOR</b>	<b>REASON FOR CLASSIFICATION</b>	<b>DEGREE</b>	<b>POINTS</b>
7	<b>RESPONSIBILITY FOR PHYSICAL ASSETS/INFORMATION</b> Moderate responsibility to document clinical information into client charts and maintain nursing files.	C	15
8	<b>RESPONSIBILITY FOR HUMAN RESOURCES</b> Limited responsibility for human resources to give informal guidance to staff on routine patient care procedures.	A	5
9	<b>RESPONSIBILITY FOR WELL BEING/SAFETY OF OTHERS</b> Considerable care and attention to provide direct personal care for elderly clients such as applying and changing sterile and/or non-sterile dressings, administration of medications and various types of injections and installations.	E	40
10	<b>SENSORY EFFORT/MULTIPLE DEMANDS</b> Intense requirement to almost always attend to the needs of clients with interruptions such as clients falling, wandering or clients personal disagreements with other clients.	D	18
11	<b>PHYSICAL EFFORT</b> Relatively heavy physical effort to occasionally push or lift heavy weights such as to porter, transfer, lift and ambulate clients.	D	18
12	<b>SURROUNDINGS</b> Exposure to providing direct health care services to clients frequently.	D	9
13	<b>HAZARDS</b> High level of exposure to hazards from almost always possibility of exposure to infectious diseases while providing health care services to clients.	E	12

Total Points: 604.5

Level: Range 14