



# JOB NOTICE

Date Posted: September 3, 2020

Closing Date: September 28, 2020 or Until Filled

**SIGN ON BONUS: \$1000.00**

**APPLICATION PROCEDURES:** Send letters of intent and resume via INDEED or mail to Box LPN – FT RBC, Compass Family & Community Services, 535 Marmion Avenue, Youngstown, Ohio 44502.

**Program:** Riverbend Center

**Title:** Licensed Practical Nurse (LPN)

**Salary \$:** Full Time (40 hours per week).

Competitive pay rate based on previous experience (\$16.00 - \$18.00 per hour).

Comprehensive Benefits Package.

Primary schedule consists of Day Shift 8am-4pm per week; includes weekends and holiday rotation.

**General Duties:**

1. Interactions with residents are therapeutic and advance the goals set forth in the ISP.
  - a) Individual med-somatic counseling.
  - b) Group education related to medication.
  - c) Spontaneous interactions and activities.
  - d) Teaching and consultation with residents in matters related to medication and medical issues.
2. Judgments made about residents or activities on resident's behalf are appropriate both to the individual's functioning and the agency's risk tolerance standards.
  - a) Admission, discharge and step-up decisions in consultation with counselors, therapists, and RN staff.
  - b) Reviews available information prior to admission and during the course of stay.
  - c) Decisions regarding resident's medical needs.
3. Medication management duties.
  - a) Storage, handling, ordering and administration according to agency policy and generally accepted medical practice.
4. Documentation is complete and timely utilizing Credible electronic health record system. Insures that sufficient medical referral information is available as soon as possible. Intake paperwork, health assessment, progress notes, billing logs and discharge paperwork.
  - a) Facilitates the acquisition of an adequate amount and quality of referral information re: medical concerns and medication concerns.
  - b) Medication logs.
5. Documentation is clinically accurate and substantive. Meets agency's productivity standards.

- a) Health assessments, progress notes, billing logs.
  - b) Billing logs refer to ISP.
  - c) Doctor's orders, medical problems, etc.
6. Interactions with essential others is constructive and serves to advance the quality of care, the therapeutic milieu in the facility and the agency's standing in the community.
- a) Peers and supervisors.
  - b) Other service providers.
  - c) Family and significant others.
  - d) Other concerned members of the community.
  - e) Interactions with physicians and other health care providers.
7. Commitment to high quality of care.
- a) Participates actively and productively in agency meetings and case reviews.
  - b) Introduces and/or implements new ideas for improving the quality of care.
  - c) Attentive/responsive to feedback from residents, significant others and community providers/members.
  - d) Shares skills and expertise with other agency staff, e.g. log notes, in-service workshops, etc. Advances own level of skill and competency through participation in continuing education opportunities.
8. Miscellaneous Nursing Duties.
- a) Infection control resource.
  - b) Order first aid supplies.

#### **QUALIFICATIONS FOR JOB:**

**Education/Experience:** Licensed Practical Nurse (LPN). Three years social service and/or behavioral health related experience in a residential treatment facility is preferred. Experience working with co-occurring disorders is beneficial.

**Technology:** Electronic medical record system. Microsoft office products.

**Miscellaneous requirements:** Criminal background check; Pre-employment drug screen; If applicable to the position requirements: Clear driving record; TB test, Mini-Physical and First Aid/CPR.

**Interpersonal/ Human Relations Skills:** Demonstrate and be proficient in Active Listening, Responsibility, Dependability, Motivation, Flexibility, and Patience. Strong social, communication and written skills. Must have the ability to develop rapport and be perceived by residents and staff as approachable. Ability to collaborate with member of the treatment team including counselors, social workers, registered nurses, operations manager and residential monitors. Ability to multi-task; while maintaining accuracy and organization. Have a working knowledge of basic to intermediate electronic health records systems is preferred. Ability to work varied shifts.

**Non-Exempt:** Eligible for over time

AN EQUAL OPPORTUNITY EMPLOYER - SERVICE PROVIDED THROUGH AFFIRMATIVE ACTION

EOE-M/F/H including persons with disabilities and veterans