

A & D HOME HEALTH CARE

JOB DESCRIPTION

LICENSED VOCATIONAL/PRACTICAL NURSE

REPORT TO: DIRECTOR OF NURSES
DEPARTMENT: CLINICAL

POSITION SUMMARY:

Provides nursing/caregiving services in the patient's home in accordance with agency standards and applicable laws and regulations. Ensures that patients receive the highest possible quality of care.

POSITION QUALIFICATIONS:

- Graduate of an approved school of vocational nursing, currently licensed as a Licensed Vocational Nurse in the State of Indiana
- Two (2) years of experience in home health care or related health field. Car with required proof of insurance coverage and a Indiana Driver's license
- Knowledge of all types of home health equipment utilized by patients as well as forms and paperwork necessary for documentation

PHYSICAL REQUIREMENTS:

- Able to work a minimum of 40 hours per week.
- Able to bend and stand an average of 6 hours per day.
- lift up to 50 - 75 pounds.
- Able to write up to 3 hours Able to per day.
- Able to work in a stressful environment.
- Able to drive 50-100 miles per day.
- Able to assess and communicate with ill patients, co-workers, and general public.

STANDARDS OF PERFORMANCE:

- Clinical (Direct Patient Care)
- Administration
- Education

DUTIES:

- Ensures quality and safe delivery of home health care services.
- Implements current nursing practice.
- Fulfills additional performance responsibilities as assigned and as necessary.
- Promotes effective written/verbal communication.
- Gives accurate information to clients and client families regarding costs for home health care services.
- Provides information regarding equipment and supply needs of the home health. Care agency.

- Uses equipment and supplies effectively and efficiently.

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- Participates in salary programs following approved home health care agency policies and procedures.
- Complies and home health agency policies and procedures.
- Promotes and maintains an agency environment that is in compliance with federal state, and local regulatory agencies
- Promotes education for home health care staff members.
- Promotes education for clients, client families, and the community.
- Participates in personal professional growth and development.
- Completes all required documentation in accordance with the standards of the agency, and regulatory requirements.
- Works effectively with the medical staff, other members of the health care team and administrative personnel. Maintains a cooperative working relationship.

Acknowledgement:

***I have reviewed my job description and agree to perform all duties mentioned to the best of my ability; I understand that my job duties may change as the needs of the agency change. I further agree to notify my immediate supervisor if I am unable to complete any of my job duties in a timely manner.**

Employee's Signature

Date