



POSITION DESCRIPTION

POSITION TITLE: Licensed Practical Nurse **DEPARTMENT:** Nursing
CLASSIFICATION: Licensed Practical Nurse **APPROVED BY:** Regional Lead – Acute Care & Chief Nursing Officer
UNION: Manitoba Nurses Union (MNU) **DATE APPROVED:** October 2024

REPORTING RELATIONSHIPS

POSITION REPORTS TO: Manager, Health Services

POSITIONS SUPERVISED:

POSITION PURPOSE

The Licensed Practical Nurse (LPN) applies the nursing process to support clients/residents/patients in achieving and maintaining their optimum level of health within a people-centered care approach within Acute, Transitional, Personal Care Home (PCH), Primary Care, Public Health-Healthy Living and/or Home Care. The LPN works to full scope of practice, engages in ongoing education and maintains competency congruent with Southern Health-Santé Sud policies, Professional Standards of Practice, College of Licensed Practical Nurse of Manitoba Code of Ethics, Competency Profile for Licensed Practical Nurses in Manitoba and the Regulated Health Professions Act.

The incumbent exercises the appropriate level of initiative and independent judgment in determining work priorities, work methods to be employed and action to be taken on unusual matters. The position functions in a manner that is consistent with the mission, vision and values; and the policies of Southern Health-Santé Sud.

ESSENTIAL FUNCTIONS AND BASIC DUTIES

Duties and functions include but are not limited to the following:

- Through initial and ongoing assessment, the LPN systematically assesses the health status of the client/resident/patient and the ability of these individuals to meet their needs and the extent to which these needs are being met.
- Acts as an advocate for clients/residents/patients.
- Recognizes personal beliefs, feelings and values within their interactions with client/resident/patient/family.
- Provides education to clients/residents/patients/family.

- Develops and modifies the nursing care plan, based on assessment and evaluation.
- Implements individual, goal-directed, evidence informed nursing interventions.
- Engages client/resident/patient in care planning.
- Engages family/other supports in care planning as appropriate.
- Responsible for communicating effectively, consulting and collaborating with members of the health care team.
- Documents and communicates accurate information, observations and interventions in a timely manner according to legal, professional standards.
- Promotes a practice environment that supports professional responsibility, accountability, personal development and ethical behavior in practice.
- Provides leadership and contributes to a respectful workplace.
- Uses appropriate resources to resolve professional and ethical issues.
- Participates in meetings, quality improvement and risk management activities.
- Provides direction, mentorship, preceptorship, orientation and teaching opportunities to students and members of the health care team.
- Protects and promotes clients/patients/resident's right to autonomy, respect, safety, privacy, confidentiality, dignity, access to appropriate information and choice.
- Assumes responsibility for own professional growth, development and competency.
- Assumes charge responsibility as assigned.
- Contributes to making the organization safe for patients, residents, clients and staff, and recognizes the importance of reporting unsafe situations and participating in follow up reviews as a learning opportunity.
- Pursuant to the Regional Health Authority Act, Southern Health-Santé Sud is designated bilingual (English/French). Accordingly, all employees accept responsibility to support clients in their official language of choice.
- Performs other duties as assigned.

RESPONSIBILITIES AND ACCOUNTABILITIES ARE ASSIGNED IN BROAD ORGANIZATIONAL OBJECTIVES. THE POSITION IS SUBJECT TO REVIEW OF GENERAL EFFECTIVENESS AND ATTAINMENT OF OBJECTIVES THROUGH PERFORMANCE MEASUREMENTS.

PERFORMANCE MEASUREMENTS

- Adheres to Professional Standards of Practice and Code of Ethics
- Expectations within job description
- Practice congruent with Southern Health-Santé Sud core values, strategic plan, policies, procedures and guidelines

QUALIFICATIONS

EDUCATION/CERTIFICATION:

- Current active registration with the College of License Practical Nurses of Manitoba (CLPNM)
- Current Basic Life Support (BLS) certification (Acute, Transitional, PCH, Primary Care, Public Health-Healthy Living, Home Care)

Dialysis

- Completion of Manitoba Nephrology Nursing program

Emergency

- Current Advanced Cardiac Life Support (ACLS) certification
- Current Canadian Triage and Acuity Scale (CTAS) certification
- Trauma Nursing Care Course (TNCC) certification

Orthopedic Ambulatory Care Clinic

- Current Canadian Society of Orthopaedic Technologists, (C.S.O.T.) certification

Peri-operative

- Completion of approved Operating Room nursing education

Primary Health Care

Chronic Disease

- Certified Chronic Disease Education certificate within 2 years of employment

Clinic Nurse

- Proficiency with Microsoft programs (Outlook, Word, Excel and PowerPoint), as well as Internet applications and other information technology, including electronic medical records
- Two (2) years' experience working in primary care, public health, community or chronic disease setting required
- Completion of Immunization Provider Module
- Demonstrated ability of providing virtual care in a manner that recognizes individual needs of patients while promoting their wellbeing and privacy

My Health Team

- Completion of Immunization Provider Module
- Completion of Harm Reduction Module

Public Health-Healthy Living

- Completion of Immunization Provider Module

Surgical/Obstetrics

- Current Neonatal Resuscitation Program (NRP) certification
- Fetal Health Surveillance in Labour

KNOWLEDGE REQUIRED:

- Knowledge of Professional Standards of Practice, Competency Profile for Licensed Practical Nurses in Manitoba and Code of Ethics

SKILLS/COMPETENCIES/CONDITIONS OF EMPLOYMENT:

- Demonstrated ability to foster a collaborative interdisciplinary environment that supports quality services, quality improvement and staff empowerment
- Demonstrated ability to establish and maintain positive working relationships
- Demonstrated conflict resolution skills
- Demonstrated effective oral and written communication skills
- Ability to use an analytical and inquiring approach to problem-solving while contributing to program improvement
- Demonstrated ability to lead and make decisions autonomously
- Strong organizational skills and flexibility to meet the demands of the position
- Able to effectively perform the tasks and responsibilities of the position
- Demonstrate ongoing professional growth and competency relevant to practice area
- Given the cultural diversity of our region, the ability to respect and promote a cultural diverse population is required
- Proficiency of both official languages is essential for target and designated bilingual positions

- Demonstrated ability to respect confidentiality including paper, electronic formats and other mediums
 - Demonstrated ability to meet the physical and mental demands of the job
 - Good work and attendance record
 - Completes and maintains a satisfactory Criminal Record Check, Vulnerable Sector Search, Adult Abuse Registry Check and Child Abuse Registry Check, as appropriate
 - All Health Care workers are required to be immunized as a condition of employment in accordance with Southern Health-Santé Sud policy
 - Requires a valid Class 5 driver's license, an all-purpose insured vehicle and liability insurance of at least \$1,000,000.00
-

WORK CONDITIONS:

- No hazardous or significantly unpleasant conditions
 - May work occasionally evenings and weekends as necessary
 - Will be required to travel to other regional facilities as the position duties may require
-

SALARY SCALE:

As per MNU Collective Agreement

Job descriptions assist organizations in ensuring that the hiring process is fairly administered and that qualified employees are selected. They are also essential to an effective appraisal system and related promotion, transfer, layoff, and termination decisions. Well constructed job descriptions are an integral part of any effective compensation system.

All descriptions have been reviewed to ensure that only essential functions and basic duties have been included. Peripheral tasks, only incidentally related to each position, have been excluded. Requirements, skills and abilities included have been determined to be the minimal standards required to successfully perform the position. In no instance, however, should the duties, responsibilities, and requirements delineated be interpreted as all inclusive. Additional functions and requirements may be assigned by supervisors as deemed appropriate.