

Detroit Rescue Mission Ministries

JOB DESCRIPTION

JOB TITLE: Nurse (LPN)

LOCATION: CGC

REPORTS TO: Nurse Manager

POSITION: Exempt

JOB SUMMARY:

Under the general direction of the Nurse Manager, ensure the overall safety and continuity of medical care for program participants on the medical detoxification unit. Ensure participants receive needed nursing care, mandated medical exams, and referrals to community health resources.

ESSENTIAL FUNCTIONS:

1. Function on the Detoxification Unit as an assistant to supervisory staff to ensure the overall safety and continuity of care of participants. Monitor and report to supervisor of significant issues and any questionable or pertinent data as related to the unit or participants' well being.
2. Directly maintain and coordinate the medical clinic activities under the supervision of the Nursing Team Leader and Physician.
3. Perform general health assessments, assist in the completion of medical histories, and implement nursing care plans.
4. Assess participants' condition for routine, at-site evaluation, or refer participant for appropriate outpatient consultation. Assess participant's level of understanding of their condition and provide patient teaching as needed.
5. Validate participant intake information documents and assure charts are properly assembled charts upon admission. Perform on-going nursing assessments and document the data on the appropriate forms in the client file.
6. Review and update nursing care plans as warranted by participant's condition and complete orders of the Physician. Note and follow through with MD orders in thorough and appropriate manner.
7. Maintain records and assure that participant files are complete in terms of their needs, services provided and care plans. All action taken on behalf of or services provided to, participants are documented timely, records support billing statements and administrative records and reports are accurate and timely.
8. Facilitate transportation of participants to and from clinics and make referrals to other facilities.
9. Implement nursing care plans as instituted to meet each participant's individual needs. Assist physician with physical examinations and sick call clinic visits

JOB TITLE: NURSE (LPN)

10. Monitor participants' activity and participation in program. Provide participants with professional guidance and encouragement.
11. Present didactic sessions. Implement and monitor medication dispensing policies and procedures.
12. Attend and participate in in-service education and training, multi-disciplinary staff meetings or general staff meetings as required.

OTHER DUTIES & RESPONSIBILITIES:

1. Performs other duties as assigned.

KNOWLEDGE, SKILLS AND ABILITIES:

1. Valid state-registered license as a Licensed Practical Nurse (LPN) or Registered Nurse (RN). A minimum of two (2) years documented experience in dispensing medications and one (1) year of experience of course work in chemical dependency.
2. High School Diploma or Equivalent.
3. Demonstrated organizational and interpersonal skills necessary to communicate with others to exchange information.
4. Mental ability to frequently handle pressures related to simultaneous handling of multiple projects, and various youth personalities, and disruptions.
5. Physical ability to periodically sit or stand for long periods of time and to bend/lift/carry items while setting up training rooms.
6. Must have annual testing for hepatitis and annual TB testing.

WORKING CONDITIONS:

1. Normal office environment with little discomfort due to heat, dust, noise and the like.
2. May be required to work evenings and weekends on an occasional or ongoing basis.

This job description is intended to describe the general nature and level of work being performed by a person assigned to this job. They are not to be construed as an exhaustive list of all job duties that may be performed by a person so classified.