

**Village of Healing Licensed Practical Nurse**

Village of Healing is a 501c3 community development organization with a new approach to community wellness. By focusing on healing and empowering individuals in the village, we work to eliminate social determinants of health and decrease health disparities through implementing community programming, advocacy, and collaboration. Our vision is to offer all members of the community life-empowering skills through multiple sources and mediums that will in turn heal and empower the village. We also work to ensure our constituents are equipped to lead healthy lives that thrive beyond survival.

**POSITION SUMMARY:**

As the Licensed Practical Nurse (LPN) you will be responsible for providing professional nursing or clinical care for patients following established standards and practices, preparing patients during office visits and assisting patients and family members before, during and after their visit. The LPN will also work under the direct supervision of the provider, referring matters outside their scope of duties to the provider while functioning in accordance with the professional standards of the Ohio Board of Nursing.

**SUMMARY OF RESPONSIBILITIES:**

* Collaborate with physicians, nurse practitioners, midwife, mental health therapist and other health care team members in meeting patient/family needs
* Implements the plan of care by providing direct basic nursing care in accordance with the LPN scope of practice
* Appropriately labels and packages specimens, as trained
* Assists in providing indirect care through various clerical or administrative duties as assigned
* Recording patient’s vital signs, documenting, and notating changes in medical conditions
* Prepping exam rooms for clinical procedures and assisting providers with patient care
* Assisting providers during routine checkups, outpatient procedures and other physical exams
* Collaborate with physicians and other health care team members in meeting patient/family needs
* Implements the plan of care by providing direct basic nursing care in accordance with the LPN scope of practice
* Complete necessary patient paperwork for employee relations, legal documentation or other forms as needed.
* Managing office telephone systems, including answering calls and returning messages in appropriate timeframe
* Planning and managing patient care according to each patient’s needs
* Interviewing patients and recording their medical history
* Administering injections of medications and phlebotomy
* Following all health and safety protocols and procedures to maintain sanitary work areas
* Verifying patient information and labeling blood samples properly
* Gathering medical testing materials, including needles, sample vials, blood storage bags and test tubes, and verifying patient information and labeling blood samples properly
* Other duties as assigned

**JOB QUALIFICATIONS:**

* Must be a graduate of an accredited LPN Nursing program
* Must have a Valid LPN License for Ohio
* Must hold a BLS Certification or eligible to sit for certification
* 3-5 years experience in an obstetrics/gynecology setting
* Experience working in Microsoft Office (Outlook, Excel, Word) or similar software is required
* Ability to take instructions from providers and management
* Excellent interpersonal skills
* 3-5years experience working with EMR systems is preferred

**Hourly Compensation:**

$25-$35 per hour