

POSITION: LPN – Summer Program

DUTIES AND RESPONSIBILITIES: The Summer Program Nurse is responsible for the evaluation, supervision, and/or provision of participant's nursing care and health maintenance program, as well as staff training in health and medical issues. The specific duties may include, but are not limited to:

- 1.) Assist with giving PPD's to staff and train staff on blood borne pathogens during orientation.
- 2.) Review intake information relating to health and medical issues, and ensure the health and medical intake information is sufficient to determine initial program eligibility.
- 3.) Complete, maintain and review medical records of each participant to ensure they are being kept in accordance with Policy and Regulation.
- 4.) Maintain and order adequate medical supplies and keep First Aid items current.
- 5.) Keep daily log of medical supplies used.
- 6.) Provide first aid and nursing assessment in cases of injury and/or illness of participants and staff.
- 7.) Administer routine medications to participants.
- 8.) Responsible for proper storage of medications during program and field trips.
- 9.) Provide assistance with toileting, feeding, behavior and/or medical emergencies.
- 10.) Immediately inform and /or report all observed or suspected situations which adversely impact on the health and safety of participants to the Program Director and to the Director of Nursing as concerns arise.
- 11.) Complete Incident/Accident and Worker's Compensation report forms as required.
- 13.) Assist with behaviors, issues, and crisis intervention.
- 14.) Train staff in health and safety skills (ex. Seizure, Body Mechanics, Blood borne Pathogens) as needed.
- 15.) Accompany and assist on field trips.
- 15.) Assist the Program Director when needed with planning Program Events and Field Trips
- 16.) Perform other related duties as assigned.

QUALIFICATIONS

- Must be licensed and currently registered as a RN or LPN by New York State Department of Education.
- Experience working with individuals with intellectual/developmental disabilities preferred.

- Possess and maintain a valid driver's license and a good driving record acceptable to the agency's insurance carrier.

- Valid CPR certification.

Summer Program RN/LPN is needed for seven weeks.

>Week 1: July 1, 2 & 3rd, 2019 (Orientation Training) 8:30 am – 2:30 pm

>Week 2-7: July 8-August 15, 2019; Monday – Thursday, 8:15 am – 2:15 pm

Apply Here: <https://www.achieveny.org/employment/>