

NYSARC, INC. BROOME-CHENANGO-TIOGA COUNTIES CHAPTER, dba ACHIEVE
125 Cutler Pond Road
Binghamton, NY 13905

JOB DESCRIPTION

POSITION: Licensed Practical Nurse (Summer Program)
DEPARTMENT: Summer Program
DIRECT SUPERVISOR: Director of Nursing

Position is for 7 weeks

Week 1: Orientation 6/27/22-6/29/22, 830a-230p

Week 2-Week 7: Summer Program (Monday-Thursday) 7/5/22-8/11/22, 815a-245p

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

1. Must be dependable, and on time daily.
2. Must be present during the 3-day orientation.
3. Training staff on blood borne pathogens during orientation.
4. Review participant's medical records and keep a complete list of diagnosis.
5. Keep daily log notes of medical concerns and issues.
6. Keep daily log of medical supplies used.
7. Administer routine medications to participants.
8. Responsible for proper storage of medications during camp and field trips.
9. Attend weekly meetings and inform Director/ Assistant Director on any medical issues that may arise.
10. Inform ACHIEVE's Director of Nursing of medical occurrences/ concerns on a weekly basis and as needed.
11. Complete incident reports and track them.
12. Assist with behaviors, issues, and crisis intervention.
13. Assist with toileting as needed.
14. Accompany and assist on field trips.

QUALIFICATIONS

- Must be licensed and currently registered as a LPN by the New York State Department of Education.
- Experience working with developmentally disabled participants is preferred.
- Possess and maintain a valid driver's license and a good driving record acceptable to the agency's insurance carrier.
- Valid CPR certification.

If interested, please contact:

Tami Stasko

ACHIEVE

125 Cutler Pond Rd

Binghamton, NY 13905

Phone: 607-231-5235

Or apply online at:

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