



110 28th Ave SE
Watertown, SD

Job Title: Supportive Care Unit LPN

Direct supervisor: Supportive Care RN

Hours: Full-time; day/evening (11 am – 7 pm or 12 pm – 8 pm); rotating weekends

Job Summary:

Under direct supervision of the RN, the LPN supports in providing quality care of the Sisters. This individual will assist with procedures, administer medications, and prepare detailed documentation. The LPN will work closely with the RN and medical professionals to ensure the best care and outcome is being achieved for the Sisters.

It is critical to be a person of integrity by being polite, maintaining composure and reacting well under pressure. All employees and Sisters should be treated with respect and commitments should be followed through in a timely manner. The comfort and dignity of the Sisters is a must and interactions with them should be in a manner that displays warmth, respect and promotes a caring environment.

Essential Functions and Responsibilities:

- Provides encouragement for Sisters preparing for and transitioning to the care unit.
- Accompanies Sisters to physician appointments, lab tests, treatments, and therapies as needed.
- Communicates adverse events immediately with the RN and the Prioress of the Monastery if requested by the RN.
- Work closely with the Sister's physicians and therapists as directed by the RN.
- Ensures all physician orders are processed and carried out in a timely manner.
- Assists with ordering Sister's supplies/med refills etc. in a timely manner.
- Assists with delegating appropriate tasks to the CAN/UAPs to include administration and documentation of oral and topical medication, obtaining, documenting, and reporting vital signs, blood glucose results and performing minor dressing changes, and personal care to Sisters as well as daily chore work within the unit.
- Maintain Sister's confidential medical information accurately using SOAP format.
- Assists with monitoring blood pressure, pulse, and weight as needed by symptoms.

Qualifications:

- Valid, unencumbered South Dakota LPN license.
- Minimum of two (2) years of nursing experience with prior geriatric experience preferred.
- Must have current CPR certification.
- Must have effective written and verbal communication skills.
- Must be courteous and helpful, with a neat and clean in appearance.
- Must be organized and detail-oriented.

Physical & Mental Conditions:

- Must be able to walk at a normal or brisk pace to respond to Sister's needs.
- Requires standing and walking for extensive periods of time with limited opportunity for breaks.
- Must be able to lift a minimum of 20 pounds up to 50 pounds.
- Occasional exposure to infectious diseases and unpleasant smells.
- Required to push and pull objects such as wheelchairs, furniture and beds.
- At times works under stressful conditions or required to work irregular hours.