

Primary Care Health Services, Inc.
Job Description

POSITION: Licensed Practical Nurse
REPORTS TO: Nurse Manager
SUPERVISES: Students and Medical Assistants

QUALIFICATIONS:

- Graduation from an accredited school of practical nursing
- Currently licensed to practice nursing within the Commonwealth of Pennsylvania
- Current CPR Certification
- Interpersonal skills and/or active membership in professional organization desirable

PHYSICAL DEMANDS:

- Requires full range of body motion including handling and lifting patients, manual and finger dexterity, and hand-eye coordination
- Requires standing and walking for extensive periods of time
- Occasionally lifts and carries items weighing up to fifty (50) pounds
- Requires corrected vision, hearing, and speech to normal range
- Requires working under stressful conditions and/or working irregular hours

RESPONSIBILITIES:

PATIENT CARE:

- Performs various duties as part of the pre-physician screening process, including
 - greeting and assisting patients
 - assigning patients to examination rooms
 - administering a pre-examination of patients' vital signs
 - ascertaining patients' chief complaints and communicating all information to attending physicians
- Assists with preparation and maintenance of patients' clinical records
- Prepares, reviews, evaluates, interprets, and records vital statistics and other data affecting patient care