

BONNER COUNTY

JOB TITLE: Licensed Practical Nurse*

DEPARTMENT: Bonner County Sheriff's Office

SUPERVISOR: Jail Physician, RN (Nurse Supervisor), Jail Commander

SUPERVISION: Provide support and indirect supervision to the Team of First Responders

STATUS: Non-Exempt

LAST REVISION: 07/09/2010

* The LPN's job responsibilities will be limited by his/her license.

JOB SCOPE:

Perform a variety of duties and responsibilities related to providing health care to County inmates (both adults and juveniles) while incarcerated. Provide emergency medical, dental and non-emergency services. Evaluate mentally ill, suicide-prone and disabled inmates for proper housing assignments. Administer medications as ordered by the jail physician. Evaluate and treat alcohol withdrawal and/or drug withdrawal, per applicable nursing protocols. All health care aspects are for the adult offenders in the jail and the juvenile offenders housed at the juvenile detention center.

Other Information: Verbal and written communication skills are essential. Must have effective communication with the deputies, other members of the jail medical team, doctors in the community, specialists, and those professionals associated with select state and federal agencies. Must take direction well and work individually. Must be familiar with the medications administered, know the actions, uses, indications, dosages, contraindications drug interactions, and toxic effects. Must be able to give injections and perform venipuncture.

ESSENTIAL FUNCTIONS:

Essential functions include, but are not limited to, the following duties and responsibilities, which are not listed in any particular order of priority and may be amended or added to by the County at any time:

1. Assess and triage daily non-emergency injuries and illness.
2. Identify and respond appropriately to all emergencies.
3. Identify mentally ill inmates, and identify any potential psychiatric issues.
4. Administer all prescriptions in the prescribed dosage at the prescribed time.
5. Take verbal and/or telephone directions from the jail doctor and/or RN (nursing supervisor).

6. Identify alcohol and drug related withdrawals and recognize the severity very early on.
7. Be firm, fair, and consistent in the dealings of all inmates.
8. Observe and follow all security direction from the deputies to maintain the safety and security of the facility.
9. Accurate accountability of all medications and needles.
10. Maintain medical records and confidentiality.

SECONDARY FUNCTIONS:

1. Follow all Policy and Procedures.
2. Follow all nursing protocols.
3. Be familiar with infectious diseases and implementation of isolation control precautions.
4. Provide on-going inmate education as related to health care needs and activities of daily living.
5. Provide continuity of care for inmates leaving the facility and entering the community.
6. Provide transfer screening when inmates leave to another facility.
7. Have working knowledge of dietary needs.
8. Provide education and follow-up care for special needs inmates while incarcerated.
9. Have working knowledge of assessment and treatment for suicide prevention.
10. Perform all other duties as assigned.

JOB SPECIFICATIONS:

1. Prefer a minimum of three years of nursing experience in an established medical practice, clinic, etc.
2. Must be able to pass a pre-employment drug screening and background investigation.
3. Must have a valid Idaho Licensed Practical Nurse license.
4. Must be CPR certified.
5. Prior work in a correctional facility helpful.
6. Ability to communicate effectively, through oral, computer and writing.
7. Professional phone skills and computer skills a must.
8. Ability to interact with the public in a professional manner.
9. Ability to develop and maintain a harmonious working relationship with others, both inside and outside the organization.

WORKING CONDITIONS:

Ability to perform all activities as mentioned. Requires continual standing and walking, pushing and pulling objects. Must be able to work fill-in schedule, if necessary, for vacation or illness coverage. Worker may be subject to environmental conditions including exposure to air borne pathogens, blood borne pathogens, bodily fluids, and other biohazards through regular contact with inmates and others.