



Licensed Vocational Nurse

Class Code: 8134

Date Established: 06-04-73

Date Revised: 09-13-05

OVERVIEW:

Under the general supervision of a registered nurse and according to established protocol or direction of a physician or nurse practitioner, the Licensed Vocational Nurse (LVN) performs a variety of skilled and semi-professional nursing duties and gives direct nursing care to students in a Student Health Center or an infirmary and performs related work as required. LVNs are trained to administer intravenous and oral medications and perform a variety of other technical, skilled and specialized paraprofessional nursing duties. A position should be classified as LVN only when the incumbent regularly administers medications and performs other specialized nursing duties described in the standard.

DISTINGUISHING CHARACTERISTICS:

LVNs are distinguished from those in the Clinical Aid series or from those serving as nursing attendants by the responsibility for administering medications and performing other skilled or paraprofessional nursing duties which require specialized training, judgment and skill. Patient care duties typically described in the Clinical Aid standards do not qualify a position to be classified as an LVN. An LVN may spend a portion of time performing duties such as those performed by a Clinical Aid; however, the major portion of duties requires the specialized skills.

TYPICAL ACTIVITIES:

Incumbents in this classification administer medications by mouth or hypodermic injection; perform follow-up treatments as requested, and interpret or explain treatments to students; interview patients to ascertain symptoms and signs of illness; take temperature, pulse, blood pressure, respiration readings, height and weight and other vital signs and make appropriate entries on medical charts; ascertain the critical nature of patient condition and determine appropriate processing or referral; prepare patients for examination by a physician or registered nurse and assist in the examination when appropriate; apply and change dressings; give irrigations and catheterizations; may do crutch measuring, fitting and training; may suction tracheotomies, conduct Snellen eye chart testing, and do electrocardiogram, ear lavage, and similar treatments; may assist in preparation of slides and cultures; give patient allergenic extract and check for reaction; and prepare requisitions for laboratory and X-ray work as ordered by a physician. The LVN may perform Clinical Aid duties as a small proportion of the assignment. Such duties would include cleaning and sterilizing equipment and instruments, setting up treatment trays, changing linen in examination and treatment rooms, stocking supplies; assisting in maintaining and filing medical records; and may supervise one or more clinical or administrative support employees.

In an infirmary, the LVN provides bedside nursing care including the bathing, clothing and feeding of patients, changing of bedding, taking and recording of vital signs, observing patient for critical changes, administering medications, and giving oxygen therapy and other treatments or therapy.

The LVN also may assist other medical or technical personnel such as in X-ray or physical therapy situations in which an incumbent is required to react quickly to changes in vital signs or to perform specialized nursing duties as needed.

MINIMUM QUALIFICATIONS:

Knowledge and Abilities:

Thorough knowledge of nursing care principles and practices and of basic medications and their effects.

Ability to quickly learn related clinic procedures and to handle equipment required for patient care in a Student Health Center; make accurate observations and exercise correct judgment within the areas of assigned responsibility; follow detailed oral and written instructions; understand basic medical terminology and regularly exercise good nursing practice; establish cooperative relationships with students, physicians, and co-workers; and observe and record observations.

Special Qualifications:

Possession of a valid license as a Vocational Nurse issued by the State of California.