

TWENTY-SECOND JUDICIAL CIRCUIT OF MISSOURI
FAMILY COURT - JUVENILE DIVISION
November 2, 2016

JOB OPENING

TITLE: **LICENSED PRACTICAL NURSE**

QUALIFICATIONS: Graduate of accredited LPN program. Current Missouri State License to practice, including a Pharmacology Certificate. Must wear and provide a medical uniform. Must be twenty-one years of age.

DUTIES: Under day-to-day supervision of Registered Nurse, performs nursing services to juveniles. LPN's are responsible for general bedside care, first aid, dispensing of medications, including oral and hypodermic. Assists in examinations, admissions screening, cultures and slides, changing dressings, charting and record-keeping. Responsible for care of juveniles on medical quarantine. Implements doctor's orders. Requires performing duties in a secure institutional setting subject to constant video surveillance for purposes of security and the welfare of the detained youth.

SALARY RANGE: \$36,869 - \$55,219
(City Paid Position)

CLOSING DATE: For full consideration please submit resume by Monday, November 21, 2016 – 5:00 p.m., however resumes will be accepted until position is filled.

SEND RESUME AND A COPY OF STATE LICENSE WITH COVER LETTER

COVER LETTER: Cover letter must include applicant's daytime phone number, along with expression of interest in this position as well as a description of educational and experience qualifications that make him/her a good fit for this position.

SEND TO: Licensed Practical Nurse Position
St. Louis City Family Court – Juvenile Division
920 North Vandeventer
St. Louis, MO 63108

**NO PHONE CALLS PLEASE
EOE**

See detailed description below

JOB DESCRIPTION

DEPARTMENT: Detention

CLASS TITLE: Licensed Practical Nurse

CLASS DEFINITION: Under day-to-day supervision of Registered Nurse, performs nursing services to juveniles. LPN's are responsible for general bedside care, first aid, dispensing of medications, including oral and hypodermic. Assists in examinations, admissions screening, cultures and slides, changing dressings, charting and record-keeping. Responsible for care of juveniles on medical quarantine. Implements doctor's orders. Requires performing duties in a secure institutional setting subject to constant video surveillance for purposes of security and the welfare of the detained youth.

EXAMPLES OF ESSENTIAL DUTIES:

- * Provide emergency first aid treatment.
- * Administer oral or hypodermic medications, drugs and treatments as prescribed by the physicians.
- * Maintains individual charts.
- * Arranges appointments with various clinics or hospitals.
- * Screens new admissions, including recommendation on possible chemical influence, recording height, weight, temperature, blood pressure, pulse rate, eye test and medical history, and schedules youths for morning examination by the physician.
- * Performs watch change conference.
- * Receives results of Health Department Lab tests and cultures, and communicates results to necessary personnel.
- * Responsible for notification of parents, custodians or legal guardians for permission to treat.
- * Conducts in-house sanitation orientation and training sessions.
- * Assists with medical orientation and training sessions.
- * Train staff in Adult CPR and First Aid.

- * Works shift work on days and evenings including holidays and weekends.
- * Regular and prompt attendance is considered an essential function of this position.

EXAMPLES OF NON-ESSENTIAL DUTIES:

- * Other duties as may be assigned.

KNOWLEDGE, SKILLS AND ABILITIES: Good knowledge of emergency medical techniques. Good knowledge of nursing practices in an institutional setting. Able to train staff in Adult CPR and First Aid. Must be able to work days and evenings, included weekends and holidays as needed. The medical unit hours are from 7am to 10pm, but can change based on the needs of the court.

MINIMUM QUALIFICATIONS AND REQUIREMENTS: Graduate of accredited LPN program. Current Missouri State License to practice, including a Pharmacology Certificate. Must wear and provide a medical uniform. Must be twenty-one years of age.