

LB Homes

Team Leader-RN,LPN - Broen Home

Department: Nursing

FLSA Status: Non-Exempt

Grade/Level:

Job Type: Regular

Work Schedule:

Varying shifts to meet facilities' needs

Job Status: Full Time

Reports To: Director of Nursing

Amount of Travel Required: 5% or less

Positions Supervised: All care providers on their assigned Nursing Unit team.

POSITION SUMMARY

Under the supervision of the RN Charge Nurse, provides nursing and related services and supervises or monitors staff to assure delivery of care according to each assigned resident's individual care plan.

ESSENTIAL FUNCTIONS

Reasonable Accommodations Statement

To accomplish this job successfully, an individual must be able to perform, with or without reasonable accommodation, each essential function satisfactorily. Reasonable accommodations may be made to help enable qualified individuals with disabilities to perform the essential functions.

Essential Functions Statement(s)

- Provides direction to staff and secures additional professional assistance as indicated.
- Consistently demonstrates proper performance of required licensed nurse competencies.
- Assures implementation of each resident's physician orders.
- Exhibits an attitude of respect and dignity toward all individuals; families, staff, residents, healthcare practitioners and vendors. Communicates effectively and in a courteous manner.
- Monitors care delivery by all staff on an on-going basis and gives staff direction as needed. Reports problems/concerns to Charge Nurse in a timely manner.
- Assures performance of assignments on task listings and unit schedules to assure efficient use of staff, and accurate delivery of care.
- Supports and participates in the onboarding and training activities for new LB Homes employees.
- Meets employee expectations as stated in the LB Homes Employee Handbook and facility policies.
- Encourages and promotes the resident's right to identify and participate in activities of interest and to feel and be as independent as possible.
- Advocates for resident's rights. Reports suspected abuse or maltreatment immediately.
- Uses policies and procedures as recommended courses of action for each individual resident's specific circumstances that are known at a given time. Reports changes in resident condition or other resident

concerns to RN Charge Nurse in a timely manner.

- Spends all duty time with a resident-centered focus.
- Responds to and investigates all activated alarms and resident calls promptly.
- Guards the privacy and dignity of the residents.
- Arranges for and provides care to meet quality standards and assures that each resident's needs are met.
- Reviews and assures that individualized resident care plans are current and accurate. Consults with RN Charge Nurse about resident condition changes noted.
- Makes and records nursing observations according to regulatory requirements and as necessary to reflect current resident condition, needs, cares received, and actions taken. Documents in resident's records in a complete, accurate and descriptive manner.
- Recognizes an emergency situation and responds. Initiates LB Homes' emergency procedures and reports to the RN Charge Nurse or Incident Commander.
- Monitors and assures that the dining room meal time experience is pleasant and promotes resident nourishment and hydration.
- Assists in monitoring and evaluating job performance of unlicensed staff. Coaches staff as indicated.
- Uses and enforces use of transfer belts, mechanical lifts and other safety equipment and techniques according to policy & procedure and Care Plan directions.
- Uses good body mechanics for all tasks.
- Monitors and maintains resident and building environment in a safe and tidy manner.
- Takes prompt, corrective or preventive action whenever an actual or potential safety hazard is known.
- Reports all injuries, no matter how slight, immediately and participates in problem solving to reduce likelihood of future injury. Prepares incident reports according to policies.
- Assures resident care is performed following Infection Control, Universal and Standard Precautions.
- Keeps exits, hall railings and work areas clear and without obstruction.
- Washes hands in a proper and timely manner. Monitors staff performance for promoting resident hand washing in a timely way, especially after toileting.
- Utilizes and assures staff use of gloves and other protective equipment according to infection control standards and facility policy.
- Knows location of blood spill clean-up supplies and is able to follow directions to safely clean up a spill.
- Disposes of used protective equipment properly.
- Assures procedures are performed according to infection control standards and policies and procedures.
- Handles, stores, disposes of used "sharps" according to current infectious waste control standards.
- Immediately reports unprotected on-the-job exposure to blood borne pathogens.

POSITION QUALIFICATIONS

Competency Statement(s)

- Integrity - Always do what is right.
- Compassion - Open your heart and show you care.
- Dedication - LB Homes can count on you.

- Teamwork - Help each other make it happen.
- Customer Service - Know the need and meet it.
- Leadership - Ability to influence others to perform their jobs effectively and to be responsible for making decisions.
- Coaching and Development - Ability to provide guidance and feedback to help others strengthen specific knowledge/skill areas.
- Training - Ability to develop skills in others to bring them up to a expected standards of work performance.
- Customer Oriented - Ability to take care of the customers' needs while following company procedures.
- Interpersonal - Ability to get along well with a variety of personalities and individuals.
- Communication, Oral - Ability to communicate effectively with others using the spoken word.
- Reliability - The trait of being dependable and trustworthy.
- Ethical - Ability to demonstrate conduct conforming to a set of values and accepted standards.
- Problem Solving - Ability to find a solution for or to deal proactively with work-related problems.
- Empathetic - Ability to appreciate and be sensitive to the feelings of others.
- Organized - Possessing the trait of being organized or following a systematic method of performing a task.
- Time Management - Ability to utilize the available time to organize and complete work within given deadlines.
- Accountability - Ability to accept responsibility and account for his/her actions.
- Assertiveness - Ability to act in a self-confident manner to facilitate completion of a work assignment or to defend a position or idea.
- Conflict Resolution - Ability to deal with others in an antagonistic situation.
- Safety Awareness - Ability to identify and correct conditions that affect employee safety.
- Self Motivated - Ability to be internally inspired to perform a task to the best of ones ability using his or her own drive or initiative.

SKILLS & ABILITIES

Education: Nursing program required.

Experience: None

Computer Skills: Basic computer skills and the ability to maximize use of web based software used by the organization.

Certifications & Licenses: Current Minnesota Nursing licensure
Current CPR Certification

PHYSICAL DEMANDS

N (Not Applicable)	Activity is not applicable to this position.
O (Occasionally)	Position requires this activity up to 33% of the time (0 - 2.5+ hrs/day)
F (Frequently)	Position requires this activity from 33% - 66% of the time (2.5 - 5.5+ hrs/day)
C (Constantly)	Position requires this activity more than 66% of the time (5.5+ hrs/day)

Physical Demands

Stand	F
Walk	F
Sit	O
Manually Manipulate	F
Reach Outward	F
Reach Above Shoulder	F
Climb	O
Crawl	N
Squat or Kneel	O
Bend	F
Grasp	F
Speak	F

Lift/Carry

10 lbs or less	F
11-20 lbs	F
21-50 lbs	O
51-100 lbs	N
Over 100 lbs	N

Push/Pull

12 lbs or less	F
13-25 lbs	F
26-40 lbs	O
41-100 lbs	N

Other Physical Requirements

- Vision (Near, Distance)
- Sense of Sound - (spoken word, resident and facility alarms)
- Sense of Smell
- Sense of Touch
- Ability to wear Personal Protective Equipment (PPE) - gloves, masks, goggles, moisture barrier gowns

WORK ENVIRONMENT

Nursing Home.

Employee
Signature: _____

Date: _____

Supervisor
Signature: _____

Date: _____

The company has reviewed this job description to ensure that essential functions and basic duties have been included. It is intended to provide guidelines for job expectations and the employee's ability to perform the position described. It is not intended to be construed as an exhaustive list of all functions, responsibilities, skills and abilities. Additional functions and requirements may be assigned by supervisors as deemed appropriate. This document does not represent a contract of employment, and the company reserves the right to change this job description and/or assign tasks for the employee to perform, as the company may deem appropriate.

