

# CLERMONT COUNTY BOARD OF DEVELOPMENTAL DISABILITIES

## POSITION POSTING

(Applications for the following positions may be downloaded from the website at [www.clermontdd.org](http://www.clermontdd.org) or obtained in the Human Resources Department, located at the Thomas A. Wildey Center, 2040 St. Route 50, Batavia, Ohio between the hours of 8:00 a.m. and 4:00 p.m.)

### AVAILABLE POSITION

### PART-TIME NURSE

12 Months per Year, 25 Hours per Week

### IMMEDIATE SUPERVISOR

Director of Adult Services

### DUTIES: (Summary Only)

Assesses health of consumers to detect health defects and determine healthcare needs; informs appropriate staff regarding consumer health information; ensures consumer health needs are met; prepares and maintains consumer health records. Provides medical care to consumers and staff who have suffered injury or emergency illness; administers first aid in accordance with established first aid procedures; administers medications as required per doctors' order; makes referrals for consumers in need of medical and/or dental care; uses catheters, feeding tubes, suction machine, bulb syringe, etc. to provide health services. Prepares and submits reports, on behalf of Board, regarding communicable diseases; follows established guidelines and cooperates with local Board of Health in the control and prevention of communicable diseases; provides related training to staff members. Reports consumer medical matters, including abuse and neglect, to appropriate authority; prepares and maintains various health related reports (e.g., statistical, operational, etc.). Ensures clinic is safe, sanitary and adequately supplied; inventories and orders supplies and equipment; assists facility personnel in establishing sanitary conditions in building. Advises habilitation staff on modifications to educational programs to meet health needs of individual consumers; participates with staff in developing and implementing a total consumer health program; provides required health training to staff members, including Delegated Nursing Training and monitoring; helps supervise emergency preparedness drills. Other duties as assigned.

### QUALIFICATIONS:

For LPN: Requires valid practical nurse license issued by Ohio Board of Nursing Education & Nurse Registration as outlined in sections 4723.01 to 4723.40, inclusive of the Ohio Revised Code. Effective January 1, 1989, must also have card from one of following to verify appropriate preparation to administer medications: National Association of Practical Nurse Education & Service, Inc. (NAPNES), Ohio Organization of Practical Nurse Educators (OOPNE), or Ohio Board of Nursing.

For RN: Requires current licensure as registered professional nurse in state of Ohio as issued by Board of Nursing per Section 4723.03 of Ohio Revised Code; 6 mos. exp. as registered nurse.  
-Or requires current licensure as registered professional nurse in state of Ohio as issued by Board of Nursing per Section 4723.03 of Ohio Revised Code; 6 mos. exp. as licensed practical nurse or certified paramedic.  
-Or equivalent of Minimum Class Qualifications for Employment noted above may be substituted for the experience required, but not for the mandated licensure.  
Current certification in CPR. Successfully pass pre-employment BCII check, Abuser Registry check, and Nursing Registry check.

### SALARY:

LPN/RN Salary Schedule

### POSTING DATE:

February 11, 2010

### APPLICATION DEADLINE:

Until filled

### APPLY TO:

Clermont County Board of DD  
P.O. Box 156  
Batavia, OH 45103  
mlubbers@clermontdd.org

**The Clermont County Board of DD is an Equal Opportunity Employer**