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**Job Title:** Registered Nurse & Licensed Practical Nurse

**Division:** Corrections

**Section:** Medical Section

**Reports To:** Director, Medical Section

**Pay Scale:** RN \$ 30.93/hourly  
LPN \$ 24.92/hourly

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**JOB SUMMARY:**

Responsible for rendering nursing care to inmates confined at the Lucas County Sheriff's Office, Corrections Division and consultation for the Correctional Treatment Facility and Work Release Program within the scope of the nursing license through medical orders and treatment protocols of the responsible physician and under the direction of the nursing director.

**ESSENTIAL DUTIES:**

- Provides medical care to inmates by assessing inmates health status through conducting health assessments, providing treatment, administration of medication, and recommending follow-up care (when needed) including all medical emergencies occurring within the Correction Center.
- Responsible to organize various sick calls of the nurses, physicians, dentist, and psychiatrist who provide inmate medical and health care; executes the verbal and written orders of the responsible physicians, and ensure follow-up care is provided to inmates who have been diagnosed, treated and referred by a physician.
- Maintain inmate records; create and organize inmate files, logs and information; prepare correspondence (as needed).
- Provides direction to the medical clerk in regards to their work duties, including but not limited to, making appointments, ordering lab work and processing notices.
- Maintain an orderly and sanitary environment, based on OSHA and all applicable standards, rules and regulations.
- Perform all lawful duties assigned by the supervisor, chain of command and/or staff.



REGISTERED NURSE & LICENSED PRACTICAL NURSE—LUCAS COUNTY SHERIFF'S OFFICE

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**QUALIFICATIONS:**

**Education:** Graduate of an approved school of nursing.

**License:**

- Licensed to practice nursing in the state of Ohio.
- LPN: current medication certification from an approved credentialing agency.
- Currently certified in a recognized course of cardiopulmonary resuscitation.

**Experience:**

- Recent minimum of three years experience in general duty nursing
- A minimum of three years correctional nursing experience is highly desired.
- Respected member of the nursing community.

**Personal Qualifications:**

- Possess knowledge and skill in techniques at good patient care.
- Maintain optimum nursing practice through planned and continuous professional growth.
- Able to plan and organize work and to work independently.
- Possess visual and aural acuity to detect changes in patient's condition.
- Manifest understanding, patience and tact in human relations.

**Job Relationship:**

- Does not supervise any other employee.
- Is supervised by the director of nursing and the responsible physician.

**Authority Boundaries:**

- Reports to the responsible physician in all treatment protocol matters and the director of nursing for all department matters.

**Special Requirements:** Pre-employment screening required including passage of employment reference, criminal background check, interview and other qualifications as determined by the Sheriff

**Probationary Period:**

Individuals appointed or promoted to a position in this class will be required to serve a probationary period of **365** days. Performance will be carefully evaluated during the probationary period. Continuation in this position will be contingent upon successful completion of the probationary period.



**KNOWLEDGE, SKILLS AND ABILITIES:**

- Considerable knowledge of nursing, medical and public health theories and practices required to provide specialized technical and direct care to inmates
- Considerable knowledge of nurse practitioner principles and medical fact in health promotion and maintenance, disease prevention, physical and psycho-social assessment, and management of health and illness in the provision of primary care.
- Considerable knowledge of selected pharmaceuticals, their desired effects, side effects and complications which may arise from their use.
- Considerable knowledge of applicable Federal, State and County laws and regulations.
- Skill in applying technical nursing and medical procedures.
- Skill in operating medical and nursing equipment.
- Ability to provide emergency treatment for life-threatening conditions, e.g., cardiac arrest, shock, hemorrhage.
- Ability to maintain complete records of inmates services.
- Ability to analyze and interpret data and write comprehensive reports.
- Ability to communicate clearly and effectively, both verbally and in writing.

**To perform any and all other lawful tasks as assigned by Immediate Supervisor or persons in chain of command, or Sheriff.**