

RN/LPN

Position Summary:

Gateways Adult Day Center is a state-licensed medical day program. The program is for adults who are 18 years or older who have a wide variety of medical issues such as Alzheimer's, Dementia, Diabetes, Arthritis, Brain Injuries. The goal is to provide a safe environment during the day for consumers while their families or caregiver's work; to provide medical oversight and socialization. RN/LPN must perform responsibilities of a highly skilled nature, maintain a high level of confidentiality and communicate both internally and externally. Registered Nurse or Licensed Practical Nurse must adhere to all nursing regulations developed by the NH State Board of Nursing.

Essential Job Functions:

- Conduct health assessment interview for prospective program participants to determine clinical appropriateness to attend GADC.
- Complete all medical information requests for potential participants.
- Develop a person-centered plan of care for all assigned participants.
- Monitor the health status of all participants including monthly vital signs and acuity levels along with required documentation.
- Maintain health records, current medical orders and medication and treatment records for all clients to meet NH licensing regulations.
- Dispense/administer medications as required.
- Responsible for the safe-keeping of medications.
- Provide nutrition counseling and dietary plans as appropriate.
- Observe and document intake for participants with nutritional problems.
- Help feed participants who need cuing or cannot self feed.
- Provide health related guidance and referrals to community service agencies as appropriate
- Assist clients with toileting and transfers as needed
- **Qualifications, Education and Experience:**
- Maintains current license and CPR/First Aide Certification to practice nursing in the State of New Hampshire (Registered Nurse or Licensed Practical Nurse)
- Has at least one year of nursing experience working with geriatric participants or persons with disabilities
- Highly knowledgeable and skilled in the profession of licensed practical nursing
- Ability to meet and deal with people effectively
- Ability to communicate effectively both orally and in writing
- Ability to prepare clear and concise daily notes or regular monthly evaluation
- Ability to comprehend and interpret technical regulations
- Ability to affect positive working relationships with external agencies and care providers.
- Ability to perform effectively in emergency situations.
- Basic working knowledge of MS Office; Outlook, Work and Excel

- Possess reliable transportation, valid drivers' license and applicable vehicle insurance for business travel.