

ILLINOIS DEPARTMENT OF CENTRAL MANAGEMENT SERVICES  
CLASS SPECIFICATION

LICENSED PRACTICAL NURSE I

POSITION CODE: 23551  
Effective: 07-01-2004

DISTINGUISHING FEATURES OF WORK:

Under direct supervision, performs a variety of beginning level practical nursing functions for the physically and mentally ill or mentally handicapped in a state hospital or clinic; receives training in or performs simple nursing procedures and activities such as administering medications and injections, and a substantial amount of related patient care work.

ILLUSTRATIVE EXAMPLES OF WORK:

1. Observes, records, and reports to physicians and registered nurses the symptoms, reactions and changes in the condition of patients; maintains required nursing notes, charts, and records.
2. Responsible for selected nursing procedures such as administering medication and injections, taking and recording patient temperatures, pulse, respiration and blood pressure, and applying and changing simple bandages.
3. Assists professional medical staff in treatments and in setting up I.V.'s and transfusions; provides for the emotional and physical comfort and safety of patients by assisting patients with the activities of daily living with special attention on items bearing therapeutic significance; talks with, motivates, and encourages patients in order to promote their treatment and development.
4. Assists in maintaining working and living areas and supplies in good order.
5. Serves as a member of a nursing care and treatment team; may provide guidance to nursing assistants or Mental Health Technicians relative to nursing techniques.
6. Performs other duties as required or assigned which are reasonably within the scope of the duties enumerated above.

## LICENSED PRACTICAL NURSE I (Continued)

### DESIRABLE REQUIREMENTS:

#### Education and Experience

Requires Illinois license as a practical nurse.

This class is included as an Upward Mobility Program credential title.

#### Knowledges, Skills and Abilities

Requires working knowledge of practical nursing techniques as delegated by a physician or professional nurse.

Requires ability to follow written and oral instructions.

Requires ability to maintain a therapeutic attitude toward, and an effective relationship with, physically and mentally ill or mentally handicapped patients.

In addition to having a written and spoken knowledge of the English language, candidates may be required to speak and write a foreign language at a colloquial skill level in carrying out position duties in conjunction with non-English speaking individuals.