



# *Sokaogon Chippewa Community*

**3051 Sand Lake Road, Crandon, WI 54520**

**Phone: (715) 478-7500 \* Fax: (715) 478-5275**

***www.sokaogonchippewa.com***



**Position:** Licensed Practical Nurse (LPN)  
**Location:** SCC Health Clinic  
**Hours:** On call basis, less than 40 hours per week, no benefits  
**Salary:** Commensurate with Education and Experience

## **Job Summary:**

*The LPN is a key member of the Sokaogon Chippewa Community Health Clinic who provides a safe and comfortable environment for patients; assists the Physician and FNP; ensures patients understand their diagnosis and any treatment necessary to improve quality of health and maintains the utmost level of confidentiality in all aspects of patient care.*

## **Duties/Responsibilities:**

- Room patients, take vital signs, weight, height, assist with EKG's, review patient medications, data entry into EMR.
- Assist with medication renewals, fax orders to pharmacies and other providers as instructed.
- Arrange referral appointments and document in EHR.
- Draw labs and obtain other specimens for analysis and send out specimens as ordered.
- Perform in-house drug screens, INR's urine analysis, blood sugars, pregnancy tests, rapid strep, mono and influenza testing.
- Prepare patient rooms for procedures and treatment.
- Restock, clean and sanitize patient rooms after each use.
- Administer intramuscular, subcutaneous and intradermal injections per Physician delegation.
- Conduct data entry of immunizations and vaccinations into the Wisconsin Immunization Directory and/or Teratorm (Indian Health software system).
- Triage incoming phone calls and refer appropriately.
- Provide diabetic education along with other health education for patients as needed.
- Report communicable disease information to the Forest County Health Department.
- Report animal bites that occur on the reservation to the Forest County Health Department and Sheriff's Department.
- Perform Home visits as needed and as directed by the Clinic Director, Director of Nursing, FNP and Physician(s).
- Conduct community education outreach.
- Monitor and log information as assigned.
- Assist with meeting objectives and goals of the SCC Health Clinic.
- Complete other duties as assigned.

**Ga-na-waji Ga-wi-nug Way-ji-mooki-ji-wung Yi-ewe-meing-gun-a-sepii**



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## **Qualifications:**

- Graduate of an accredited LPN program.
- Licensed to practice in the State of Wisconsin as a LPN.
- Strong ethics and high level of personal and professional integrity.
- Strong verbal and written communication preferred.
- Must be flexible with change and take direction.
- Ability to work independently and as part of a team.
- Must maintain confidentiality of all patient and clinic matters.

*Pre-employment/random drug tests and a background check will be required for this position.*

**Native American preference is granted according to PL 93-638**

Submit completed applications and resumes to:

Kimberlee A. Soldier, Interim HR Director

3051 Sand Lake Road

Crandon WI 54520

(715) 478-7663

Email: [hr@scc-nsn.gov](mailto:hr@scc-nsn.gov)

Posting Date: September 13, 2022

Closing Date: Until filled

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