



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 Teraterm (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.

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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

Posting Date: September 13, 2022

Closing Date: Until filled

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