



**CITY OF LONG BEACH
CLASSIFICATION SPECIFICATION**

TITLE: LICENSED VOCATIONAL NURSE

DEFINITION: Under supervision of a registered nurse, performs sub-professional nursing duties in public health clinics and school and home health services.

EXAMPLES OF DUTIES:

- Prepares examining rooms, equipment, supplies and medications for use in clinics and school immunization programs;
- Cleans and sterilizes equipment;
- Interviews patients and obtains medical histories;
- Prepares patients for and assists with examination or treatments by physicians including taking and recording temperature, blood pressure and pulse and respiration rates;
- Performs assigned diagnostic and therapeutic procedures including preparing and administering, upon specific orders of physicians, injections or oral medications not involving adjustments of dosage;
- Renders first aid and subsequent treatment to injured or ill employees including dressing wounds, administering aspirins and antiseptic solutions, giving alcohol rubs and massages, applying compresses and dispensing prescribed medicines;
- Instructs patients in good health habits and illness prevention;
- Orders medical and other supplies;
- Schedules clinic appointments, registers patients, locates and files medical records;
- Performs other related duties as required.

MINIMUM REQUIREMENTS:

A valid State of California Vocational Nurse's license.

Completion of a prescribed course of study in an accredited Vocation School of Nursing and one year nursing experience in a clinic, hospital doctor's office, nursing home, or the armed services.

A valid motor vehicle operator license.

HISTORY:

Approval/Adoption Dates: 09/01/69