

New York State Department of Civil Service
DIVISION OF CLASSIFICATION & COMPENSATION

Classification Standard

Occ. Code 5500201

Senior Licensed Practical Nurse 1, Grade 11	5500201
Senior Licensed Practical Nurse 2, Grade 13	5500202

Brief Description of Class Series

Senior Licensed Practical Nurses are licensed health care practitioners who supervise Licensed Practical Nurses and unlicensed staff in the provision of direct care services to individuals* in facilities and programs operated by the Office of Mental Health (OMH) and Office for People With Developmental Disabilities (OPWDD). Incumbents also provide nursing care to individuals under the direction of a registered nurse, physician, or other licensed health care provider in accordance with Article 139 of the Education Law.

Positions are classified in OMH and OPWDD.

*Individual refers to a person who is being treated or cared for, and is used in place of patient, client, or other nomenclature specific to an agency.

Distinguishing Characteristics

Senior Licensed Practical Nurse 1: supervisory level; supervises Licensed Practical Nurses and unlicensed staff in the provision of direct care services to individuals; and provides nursing care to individuals in accordance with Article 139 of the Education Law.

Senior Licensed Practical Nurse 2: supervisory level; supervises Licensed Practical Nurses and unlicensed staff in the provision of direct care services to individuals; provides nursing care to individuals in accordance with Article 139 of the Education Law; and may supervise and train Senior Licensed Practical Nurses 1.

Related Classes

Licensed Practical Nurses are licensed health care practitioners who provide direct nursing care to individuals in a variety of settings under the direction of a registered nurse, physician, or other licensed health care provider, in accordance with Article 139 of the Education Law.

Supervising Licensed Practical Nurses are licensed health care practitioners who supervise Licensed Practical Nurses, Nursing Assistants, and unlicensed staff in the provision of direct care services to individuals at the Department of Health's Veterans' Homes and Stony Brook University's Long Island State Veterans' Home.

Illustrative Tasks

Senior Licensed Practical Nurse 1

Under the direction of a registered nurse, physician, or other licensed health care provider, supervises Licensed Practical Nurses and unlicensed direct staff.

- Schedules and assigns basic care and observational tasks to staff consistent with individual treatment plans to effectively support nursing care and treatment.
- Provides staff with guidelines, instructions, and standards for care; participates in staff development activities to maintain and enhance skills; and trains staff in basic individual care activities.
- Observes staff in carrying out assignments, including medication administration and management, to ensure that standards of care, guidelines, and instructions are followed; reviews records and notes completed by staff to ensure compliance with applicable requirements; and discusses finding with higher-level clinical staff.
- Meets with staff and provides feedback and suggestions for improvement in completing assigned tasks; addresses work-related questions, concerns, and issues expressed by staff; and reports to higher-level staff when necessary.
- Completes performance evaluations; tracks time and attendance; and coordinates schedule and assignment changes.
- Observes living and treatment areas; and may perform and/or monitor housekeeping tasks to ensure a safe, clean, and therapeutic environment for individuals.
- Monitors supply inventories and completes requisition forms to ensure the availability of supplies and equipment for daily activities.

Performs the tasks and activities of a Licensed Practical Nurse and provides nursing care consistent with individual treatment plans and scope of practice.

- Observes, monitors, and records individuals' symptoms and conditions to obtain and provide information for diagnosis and treatment; identifies responses to

medication or changes in health status; and reports such to a registered nurse, physician, or other licensed health care provider.

- Administers medications and nursing procedures to individuals as prescribed.
- Maintains charts and other records of individuals' conditions and/or administered treatments.
- Attends to individuals' personal needs, including activities of daily living and hygiene tasks, such as bathing, dressing, feeding, and grooming.
- Educates and counsels individuals and/or families regarding their health, medications, treatment goals and procedures, and behavioral interactions as appropriate.

Senior Licensed Practical Nurse 2

Performs the tasks and activities of a Senior Licensed Practical Nurse 1; and may supervise and train Senior Licensed Practical Nurses 1.

Minimum Qualifications

Senior Licensed Practical Nurse 1

Promotion: possession of a license and current registration as a Licensed Practical Nurse in New York State; and one year of service as a Licensed Practical Nurse.

Senior Licensed Practical Nurse 2

Promotion: possession of a license and current registration as a Licensed Practical Nurse in New York State; and one year of service as a Senior Licensed Practical Nurse 1.

Note: Classification Standards illustrate the nature, extent, and scope of duties and responsibilities of the classes they describe. Standards cannot and do not include all of the work that might be appropriately performed by a class. The minimum qualifications above are those which were required for appointment at the time the Classification Standard was written. Please contact the Division of Staffing Services for current information on minimum qualification requirements for appointment or examination.

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