

# DACUM Competency Profile for Licensed Vocational Nurse

Licensed Vocational Nurse is one who provides patient care to a group of patients under the supervision of a Registered Nurse/Physician - functioning as a member of the healthcare team to meet the needs of the patient/family in order to reach the optimal level of wellness.

<b>Duties</b>		<b>← Tasks</b>				
<b>A</b>	<b>Facilitate Communication</b>	A-1 Collect data	A-2 Receive report	A-3 Schedule patient appointments	A-4 Update Kardex daily. Initiate Kardex (in long-term care).	A-5 Maintain and follow HIPAA guidelines
		A-6 Inform MD and other healthcare providers of patient's condition	A-7 Contribute data to multidisciplinary team for planning of care	A-8 Give end of shift report	A-9 Provide inter-facility report as needed.	A-10 Maintain positive working relationships/environment
		A-11 Provide patient & family support				
<b>B</b>	<b>Assess patients</b>	B-1 Measure patient acuity	B-2 Measure vital signs (pulse, temperature, respirations, blood pressure, & pain)	B-3 Measure oxygen saturation levels	B-4 Measure body weight & height	B-5 Asses and evaluate pain
		B-6 Measure patient intake & output, calories	B-7 Measure blood sugar	B-8 Assess food/drug allergies	B-9 Monitor and interpret lab results	B-10 Monitor basic life support systems
		B-11 Assess change in patient's condition	B-12 Monitor patient during special procedures	B-13 Conduct risk assessments	B-14 Monitor patient via telemedicine devices	B-15 Complete a focused and comprehensive physical assessment
		C-1 Prepare room for incoming patient	C-2 Complete admission procedure per agency policy	C-3 Maintain patient's airway (and provide breathing treatments)	C-4 Monitor CPAP, BIPAP	C-5 Administer medications (No Intra- Osseous nor IV)
		C-6 Apply/ monitor pneumatic hose	C-7 Apply/monitor prosthetic, CPM & adaptive devices	C-8 Conduct skin testing	C-9 Perform clean and sterile dressing changes	C-10 Perform wound care (including those with negative pressure drainage devices)
<b>C</b>	<b>Perform therapeutic and procedural treatments</b>					

C-11 Provide cooling/warming measures	C-12 Monitor patients on photo therapy for efficacy	C-13 Maintain feeding tubes	C-14 Maintain drainage tubes (hemovac-Jackson Pratt devices,	C-15 Perform tracheotomy care, nasal/pharyngeal and endo-tracheal suctioning
C-16 Insert & Discontinue NG, Foley and non-sutured gastrostomy & jejunal tubes	C-17 Administer enemas & manually remove fecal impactions if indicated	C-18 Provide ostomy care	C-19 Provide ureterostomy care	C-20 Apply, remove and provide cast care
C-21 Remove surgical staples/sutures	C-22 Perform Peritoneal dialysis	C-23 Assist RN/Physician with patient procedures	C-24 Perform post-mortem care	
D-1 Rotate patient's IV sites*	D-2 Change IV tubing per protocol*	D-3 Administer intravenous solutions without medications*	D-4 Administer blood/blood products*	
E-1 Assist with routine hygiene (oral, perineal, body and feet)	E-2 Assist with grooming and clothing.	E-3 (Re)Position patient for comfort, body alignment, circulation	E-4 Provide patient range of motion	E-5 Assist with patient ambulation and transfers
E-6 Assist patient with food selections according to diet	E-7 Deliver patient's meal tray	E-8 Assist/feed the patient	E-9 Monitor patient's calorie count and complete weekly summaries	E-10 Provide bowel and bladder care as required
E-11 Provide diversional therapy (i.e., play therapy, etc.)	E-12			
F-1 Measure blood sugar (random and fasting)	F-2 Perform Bedside INR	F-3 Perform Bacterial/viral swabs for culture and sensitivity testing	F-4 Collect urine samples and test for HCG if appropriate.	F-5 Check stool for Hemacult
F-6 Conduct pulmonary function test (Spirometer/TCP O2/Pulse Ox)	F-7 Conduct Snellen Vision/Ishihara Color Blind & Tomography –eye pressures*	F-8 Conduct EKG*	F-9 Perform nerve conduction studies* Elective conductive therapy & EEG*	F-10 Perform other lab test as required (PKU, ETOH, Mono Spot, PPB, PFT*, TB testing

**D**  
Obtain special certifications\*

**E**  
Assist with activities of daily living

**F**  
Obtain specimens and perform diagnostic tests

**G**  
**Document patient care**

G-1 Transcribe and implement physician's orders	G-2 Follow/ contribute to Multi-disciplinary Action/Care Plan	G-3 Obtain patient consents	G-4 Maintain legal documentation of patient care & outcomes	G-5 Photograph patient's skin conditions for legal documentation
G-6 Enter data and update patient's records	G-7 Monitor document use of controlled substances	G-8 Document and enter patient charges	G-9 Complete facility incident/ occurrence reports	G-10 Notify tissue/organ donor bank

**H**  
**Maintain safe care environment**

H-1 Initiate & follow universal precautions	H-2 Continuously assessment for safe environment	H-3 Ensure proper functioning of all equipment	H-4 Apply protective patient equipment when necessary	H-5 Participate in safety/disaster drills
H-6 Modify environment for falls and other risk factors	H-7 Follow mandatory reporting requirements for possible abuse	H-8 Monitor environment for weapons and/or contraband		

**I**  
**Case Manage - Coordinate patient services**

I-1 Obtain insurance authorizations for required care.	I-2 Be familiar with basic ICD-9/CPT coding and billing reimbursements	I-3 Utilize MDS (Minimum Data Set)	I-4 Implement discharge planning	I-5 Arrange for inter-intra facility transfers
I-6 Coordinate home health services.	I-7 Arrange for and coordinate medical equipment delivery	I-8 Make referrals to community resources	I-9 Coordinate palliative/hospice care	I-10 Maintain continuity of care with outside providers.
I-11 Complete discharge procedures per agency policy				

**J**  
**Educate patients, families, new staff and students to facility**

J-1 Provide information and resources for families	J-2 Educate patient and family about the healthcare environment	J-3 Orient new staff using facility policies and procedures	J-4 Provide staff in-service education and training.	J-5 Educate and serve as a preceptor to LVN & CNA students
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**K** **Maintain/participate in professional development**

J-6 Encourage students to think critically and actively solve problems				
K-1 Maintain professional licensure and scope of practice	K-2 Maintain C.P.R., ACLS, PALS and other certifications as required.	K-3 Maintain current knowledge of pharmacology	K-4 Protect patient's rights	K-5 Present patient scenarios at professional conferences
K-6 Regularly attend staff meetings	K-7 Participate in ongoing continuous quality improvement	K-8 Serve on professional committees		
L-1 Supervise staff (non acute care) as required	L-2 Track employee attendance & tardiness records.	L-3 Validate licenses and certifications	L-4 Ensure compliance with standard policy and procedures	L-5 Track staff competencies of clinical skills
L-6 Evaluate background checks as required	L-7 Conduct staff performance evaluations	L-8 Provide continuing education classes and confirm CEUs.		

**L** **Supervise & Lead**

**DACUM Competency Profile for**

**LICENSED VOCATIONAL NURSE**

**May 20, 2010**

**Produced by:**

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## **Tools, Equipment, Supplies and Materials**

Addressograph/labels  
Admission kit  
Alarms (bed, tab)  
Ammonia bomb/ampule  
Antiseptic swab  
Apnea monitor  
Autoclave  
Batteries  
Bed/bath linen  
Bed pan  
Bed scale  
Bedside commode  
Blood glucose monitor  
Bulb syringe  
Call bell  
Camera: digital  
Cane  
Cardiac chair  
Catheter tray  
Chart form  
Compression wraps/devices  
Computer  
Cont. passive motion equip.  
C-Pap/Bi-Pap  
Crash cart (code blue)  
Crutches  
Diluent solutions  
Distilled water  
Drainage tube & bag  
Dressing supplies  
EKG machine  
Emesis basin  
Enema solution  
Faxsimile machine  
Feeding tube, bag, pump  
Flashlight  
Foley/French catheter  
Foot cradle  
Geriatric chair

Graduated measure  
Gurney  
Hand held nebulizer  
Hemocult  
Holter monitor  
Hoyer light for transfer  
Hygiene supplies  
Ice bag  
Incentive spirometer  
Infusion control devise  
Ink pen  
Irrigation tray  
IV pole  
IV tubing/solutions  
IV pump  
Lab slides  
Lap buddy  
Lancets  
Lubricating ointment  
Manual resuscitation bag  
Mattresses/beds (special)  
Medication cup  
Name tag  
Nebulizers  
Negative pressure devices  
(pneumovac, hemovac, JP)  
Normal saline  
Occlusion clamp  
Ostomy equipment  
Otoscope  
O2 concentrator/tank  
O2 flow meter  
O2 masks/canula  
Pencil  
Pill crusher/cutter  
Pipette  
Pneumatic boots  
Portable whirlpool  
Portable sitz bath  
Procedure manual  
Protective wear

PT/INR, HgB  
Pulm. Function Test Machine  
Pulse oximeter  
Ref/res. manual/books  
Restraints  
Safety pins  
Sanitizers for hands, room  
Scale for weighing patient  
Scissors  
Sharps container  
Shower chair  
Skin protector  
Specimen container  
Sphygmomanometer  
Splints  
Staple remover  
Stethoscope  
Suction equipment  
Support cushion  
Suture remover kit  
Syringe/needle  
Tape  
Tape measure  
Telemetry monitor  
Telephone  
Thermometer  
Tourniquets  
Trach care kit  
Traction weight  
Transfer board  
Trapeze overhead  
Treatment/medication cart  
Tube connector  
Tubex  
Underpads (Chux, Depends)  
Uniform  
Urinal  
Urometer  
Walker  
Watch  
Wheel chair  
Wound care supplies

## **General Knowledge & Skills**

Anatomy/physiology  
Aseptic technique  
Assessment skills  
Body mechanics  
Ca Dept of Public Health guidelines  
C.P.R./obstructed airway  
Communication (verbal/written)  
Clinical Practice Guidelines (CPG)  
Critical thinking  
Decision making  
Hazardous waste  
Institution policies/procedures/rules and regulations  
Interpersonal skills  
JCHO for accredited facilities  
Leadership skills  
Math skills  
Medical terminology  
Multi-cultural awareness  
OSHA regulations  
Pathophysiology  
Pharmacology  
Problem solving  
Scope of practice  
Stress management  
Teaching skills  
Technical skills  
Time management

## **Future Trends & Concerns**

Advanced & emerging technology  
Culture change  
Electronic Health Records, interfacing of health records (inter/intra facility)  
Environmental/green practices  
Healthcare reform  
Home health  
Homeopathic remedies  
Increased cost  
Increasing specialties  
Job security  
Legal issues  
Location of healthcare delivery  
LVNs used more in clinics and long-term care  
Merging roles of healthcare workers  
Multi-bilingual  
New trends in health treatments

New epidemics  
Patient-driven choices  
Preventive medicine

## **Worker Characteristics**

#1 Team player  
Appropriate mental health  
Assertive  
Awareness (of boundaries, etc.)  
Caring, compassionate  
Committed, dedicated  
Common sense  
Considerate  
Critical thinker  
Dependable  
Empathetic, sympathetic  
Ethical  
Flexible  
Gentle  
Good listener  
Good personal hygiene  
Honest & trustworthy  
Kind  
Non-judgmental  
Nurturing  
Organized  
Patience  
Physical health  
Professional  
Respectful  
Responsible  
Role model  
Self disciplined  
Self motivated  
Sense of humor  
Teachable  
Tolerant  
Trustworthy