

Licensed Practical Nurse

A. Purpose of Procedure

A Licensed Practical Nurse (LPN) for WIC provides basic health education in the area of infant, child, and maternal health including breastfeeding promotion and support. A LPN may function as the Competent Professional Authority (CPA) for determination of participant eligibility and certification.

B. Scope of the Procedure

A Licensed Practical Nurse must meet specific qualifications and perform specific responsibilities in providing WIC services as the Competent Professional Authority.

C. General Procedure

Qualifications

- A Licensed Practical Nurse must be registered in the state of Iowa. (Iowa Administrative Code 655-3)
- The following skills are desirable:
 - Professional work experience in public health services
 - Computer skills including word processing and/or data entry
 - Ability to overcome language/cultural barriers to connect with a diverse population of low-income populations
 - Ability to work with community leaders and health professionals

Responsibilities

A Licensed Practical Nurse's responsibilities may include, but is not limited to the following:

- Functions as the Competent Professional Authority (CPA) for determination of program eligibility and certification
- Assess and document a participant's nutrition risk(s) including measuring length/height/weight, perform hematocrit or hemoglobin test, and complete the Nutrition Interview.
- Prescribe food packages
- Provide nutrition education, including breastfeeding promotion and support that is responsive to the participant's needs and interests
 - **Note:** High risk participants must be scheduled for at least one individual education contact by a licensed dietitian. If the initial contact is provided by a Licensed Practical Nurse, then a Licensed Dietitian must provide the second education contact. If a Licensed Dietitian provides the initial

contact, then a Licensed Practical Nurse could provide the second nutrition education contact at the discretion of the licensed dietitian.

- Identifies and documents care plans
- Complete and follow-up on referrals to other health and social services
- Document screening and referrals for lead testing and immunizations
- Provide support to breastfeeding women and promotes breastfeeding efforts
- Serves as the staff person qualified to provide program and health information to interested professionals, outside agencies, organizations and individuals
- Provides excellent customer service
- Participate in outreach activities
- Participant in quality assurance/improvement activities
- Assists the WIC Coordinator in developing needed program and personnel evaluation tools and plans
- Interacts with Various Programs
 - Participates in community needs assessment in the agency service area
 - Communicates or interacts with various programs including, but not limited to the following:
 - Iowa Department of Public Health
 - Department of Human Services
 - Maternal, Child and Adolescent Health
 - I-Smile
 - Early Head Start/Head Start
 - Public Health Nursing
 - Area physicians, HMOs, and hospital staff
 - Area Education Agency
 - Family Planning agencies
 - Lead Poisoning Prevention programs
 - Child Health Specialty Clinics
 - Child Care Resource and Referral agencies
 - Staff of other WIC contract agencies
 - Other community groups

Supervision

- A Registered Nurse supervises and delegates specific tasks to a licensed practical nurse in the clinic setting.
- A Registered Nurse assesses the competency of the Licensed Practical Nurse in performing WIC functions is must be available for consultation for the Licensed Practical Nurse. The Licensed Practical Nurse is responsible for performing under the scope of practice for Licensed practical nurses and requesting Registered Nurse consultation as needed. A Registered Nurse must be available for consultation, but is not required to be on site during clinic (Iowa Administrative Code: 655– 6.3(11)f(1))

Training

- Licensed Practical Nurses must complete training requirements as outlined in the policies “Local Agency Personnel Training”, “Training and Education Record”, and “New Employee Training Checklist”.