



**NORTH DAKOTA  
CLASS DESCRIPTION**

ND Human Resource Management Services  
Phone: (701) 328-3290

Class Code(s): 3051  
3052

---

**LICENSED PRACTICAL NURSE**

**SCOPE OF WORK:**

Individuals assigned to positions in this series are responsible for performing nursing services requiring basic knowledge of biological science and technical skills for the purpose of maintaining health and preventing illness. Duties are performed under the direction of a registered nurse, advanced practice registered nurse, or a licensed physician.

**DUTIES PERFORMED AT ALL LEVELS:**

- Contribute to the nursing process by assessment, planning, implementation, and evaluation of patient health.
- Administer prescribed medication and treatments.
- Observe and record nursing care of individuals experiencing changes in their health processes.
- Teach, monitor, and evaluate health practices of patients.

**NOTE:** The duties listed are not intended to be all-inclusive. Duties assigned any individual employee are at the discretion of the appointing authority.

**LICENSED PRACTICAL NURSE I**

3051

GRADE H

**LEVEL DEFINITION:**

Licensed Practical Nurses at this level may provide direct medical services to patients per facility policy and within the standards of the North Dakota Board of Nursing. This includes medication distribution, observation, assessment, planning, implementation, and evaluation of patient health to provide ongoing optimum patient nursing care.

**ADDITIONAL DUTIES PERFORMED AT THIS LEVEL:**

- None.

**MINIMUM QUALIFICATIONS:**

Requires current licensure as a Licensed Practical Nurse by the North Dakota Board of Nursing or licensure in another state and meet the eligibility requirements for licensure in North Dakota. North Dakota licensure is a condition of employment and the employing agency will verify and document licensure upon appointment.

**LICENSED PRACTICAL NURSE II**  
GRADE I

3052

**LEVEL DEFINITION:**

Licensed Practical Nurses at this level may take an active leadership role and responsibility for ward management by supervising other licensed practical nurses and aide staff when no registered nurse is available.

**ADDITIONAL DUTIES PERFORMED AT THIS LEVEL:**

- Provide specialized nursing care when such service is authorized by the Board of Nursing through its rules and regulations and delegated by a registered nurse, advanced practice registered nurse, or medical doctor to a licensed practical nurse who has had additional preparation or experience
- Actively assist in staff management and supervision as delegated.
- Initiate and implement formal patient education groups.
- Act as a patient advocate to assist with issues and conflict resolution.
- Accept extra duties such as committee, project, and coordinator roles.

**MINIMUM QUALIFICATIONS:**

Requires current licensure as a Licensed Practical Nurse by the North Dakota Board of Nursing or licensure in another state and meet the eligibility requirements for licensure in North Dakota and two years of work experience as a Licensed Practical Nurse. North Dakota licensure is a condition of employment and the employing agency will verify and document licensure upon appointment.

Effective Date: 2/78

Rev: 11/83 – Revised as part of nursing series review

Rev: 06/90 – Changed minimum qualifications

Rev: 05/99 – Rewritten in current format and added hazard factor

Rev: 05/04 – Revised minimum qualifications of the second level

Rev: 04/11 – Revised minimum qualifications.

Rev: 07/12 – Conversion to Hay System