



**Job Title:** LPN – Dispensing Nurse  
**Department:** didg<sup>w</sup>álič Wellness Center - Swinomish Development Authority

**Summary:**

The didg<sup>w</sup>álič Wellness Center is seeking a professional Licensed Practical Nurse to come join our integrated care clinic that combines primary care, behavioral health, and opiate treatment under one roof. Dispensing Nurses will be required to administer medications as ordered by medical providers and maintain accurate accounting of all medication received and dispensed. Dispensing Nurses will be responsible for safekeeping of all medication stock and the records required by the DEA, FDA, and Board of Pharmacy. Must maintain professional standards and follow the treatment policies of the organization as well as Federal and State laws and regulations.

**Essential Duties and Responsibilities of the LPN – Dispensing Nurse:**

- Administer Methadone or Buprenorphine/Naloxone or Mono Buprenorphine (Suboxone/Subutex) as ordered by the staff providers to maintain accurate accounting of all medication received (from supplier) and dispensed (to the patient).
- Responsible for the daily monitoring of patients' needs and care of all patients reporting to the opiate treatment (OTP) clinic.
- Responsible for the safekeeping of all medication stock and the records required by the DEA, State Board of Pharmacy, and clinic.
- The Dispensing Nurse conducts breath alcohol testing, reading test results as needed; ensures accurate completion of all forms involved in these procedures.
- Conducts ongoing physical, emotional and chemical assessment, and evaluation of clients. Alerts treatment staff of any observed changes in patients' status.
- Maintains knowledge of and compliance with applicable federal and state regulations and laws, as well as company policies and procedures regarding dispensing and medication assisted treatment.
- Accurately chart patient encounters and incidents through the Electronic Health Record (EHR).
- Records all inter-agency communications relating to the patient in a timely manner.
- Explains the proper use of dispensed medication and its effects to clients.
- Maintains current statistical records.
- Collaborates with staff providers and the treatment team when making decisions about patient's needs for nursing care.
- Coordinates and administers dosing procedures with the Skagit County jail.
- Other duties as assigned by the Nursing Supervisor.

**Education and Experience:**

- Must be a Licensed LPN in good standing with the State of Washington.
- Three years' experience of professional work as an LPN is desirable.
- Previous substance abuse treatment and/or primary care experience strongly preferred.
- Possess a valid Washington State Driver's license and meet eligibility requirements for tribal insurance.

**Required Knowledge, Skills and Abilities:**

- Knowledge of the current medical practices in primary care, mental health and addiction medicine.
- Good personal and ethical boundaries. Empathy and good communications skills.
- Ability to work in a cross-culture environment, understands the social and cultural context of the patients at the didg<sup>w</sup>álic Wellness Center. Understands the role of trauma, historical, community, family, and personal experience in wellness and recovery.
- Understands and adheres to state (RCW, WAC) and federal confidentiality regulations (42 CFR part 2). Applicants must conduct self ethically and professionally at all times.
- Effective communication; written, verbal, and interpersonal skills, including conflict resolution.
- Basic computer and software experience using MS Office products.
- Must pass extensive criminal background check and pre-employment drug screening.

Please provide a cover letter and resume by email to: [egross@swinomish.nsn.us](mailto:egross@swinomish.nsn.us)