



**Human Resources**  
**P.O. Box 1118**  
**Okmulgee, OK 74447**

**POSITION:** LPN-Nights (2)- MC LTAC  
**VACANCY ANNOUNCEMENT:** CN-23-67

**STARTING SALARY:** Negotiable  
**CLOSING DATE:** Open Until Filled

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The Muscogee (Creek) Nation Department of Health (MCNDH) provides comprehensive health care services to Native Americans living within the Muscogee (Creek) Nation. MCNDH is an integrated system of six health centers, an Express Care Clinic, two hospitals, a physical rehabilitation center and nine comprehensive community health programs Offering services across the lifespan including pediatrics, family medicine, nursing, dental, laboratory, radiology, pharmacy, behavioral health, emergency medical, audiology, nutrition, physical therapy and optometry.

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**DESCRIPTION OF ASSIGNMENT:** The purpose of the position is to perform routine nursing duties and other technical duties as directed by appropriate authority. This position is located at the Muscogee (Creek) Nation Medical Center in Okmulgee, OK.

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**REQUIREMENTS:** Candidates must meet the following requirements:

Completion of an accredited practical nursing program with certification as a Licensed Practical Nurse (LPN) and registered as a Licensed Practical Nurse in the State of Oklahoma. Two (2) years of experience in a LPN capacity. One (1) year of supervisory or team leader experience preferred. Oklahoma Licensed Practical Nurse Certification. **It is the policy of MCNDH for all employees to comply with the COVID-19 vaccination program.**

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**EVALUATION METHODS:** Applicants who meet the requirements described above will be evaluated to determine the extent to which they possess or have the potential to acquire knowledge, skills, abilities and personal characteristics, (KSAP's) required of this position. Applicants should address the following KSAP's on a separate attachment to their application.

1. Knowledge and skill sufficient to perform a moderately difficult range of nursing care.
2. Knowledge of human body structure, function, illnesses, and/or disease entities and skill sufficient to communicate with nurses, patients, family members, and clinic staff.
3. Knowledge and skill to interview and assess patients for complaints.
4. Knowledge and skill sufficient to assess immunizations status and to administer immunizations in accordance with current immunization schedules and to recognize contraindications and adverse reactions.
5. Knowledge and skill sufficient to prepare dosages, administer medications, and recognize contraindications of prescribed medications.
6. Knowledge and skill sufficient to respond to emergency situations.
7. Current BLS certification with six weeks of hire.

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**APPLICATION PROCEDURES:** Apply online at [Department of Health Application](#).(Current employees must use a transfer request form available on the intranet home page under forms). The KSAP's as outlined in the Evaluation Methods section should be addressed, but are not required. For further information, call Tracy Waters at [\(918\) 762-0307](tel:9187620307). The Department of Health is an Equal Opportunity Employer; however, Indian Preference will be applied in the case of equally qualified applicants.

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Staffing Coordinator

Date