

Minimum Qualification Specifications
for the Classes:LICENSED PRACTICAL NURSE I, II, & III

(LPN I INACTIVE 4/25/2012)

(LPN II abolished 7/03/17)

Experience Requirements:

Except for the substitutions provided elsewhere in these specifications, applicants must have had progressively responsible experience of the kind and quality, and in the amounts shown below:

Class Title	Specialized Experience
LICENSED PRACTICAL NURSE I	0
LICENSED PRACTICAL NURSE II	1
LICENSED PRACTICAL NURSE III	2*

Specialized Experience: Progressively responsible work experience as a (1) licensed practical nurse, (2) licensed vocational nurse, or (3) registered professional nurse, in performing a variety of personal care, nursing care and related technical work under the direction of a higher level licensed practical nurse, licensed professional nurse or a licensed physician, and which required the knowledge of and ability to apply practical nursing principles and practices.

Applicants for the II and III levels must have had one (1) year of experience comparable in scope and difficulty to the next lower level in the State service.

*Supervisory Aptitude: For Licensed Practical Nurse III positions, applicants must have demonstrated supervisory aptitude. Supervisory aptitude is the demonstration of aptitude or potential for the performance of supervisory duties through successful completion of regular or special assignments which involve some supervisory responsibilities or aspects; by serving as a group or team leader, previous work experience in a position that demonstrates or performs supervisory functions or in similar work in which opportunities for demonstrating supervisory capabilities exist; by completion of training courses in supervision accompanied by application of supervisory skills in work assignments; or by favorable appraisals by a supervisor indicating the possession of supervisory potential.

Substitutions Allowed:

Substitutions of Education for Experience: Completion of a professional nursing curriculum from an accredited school may be substituted for one (1) year of Specialized Experience.

Quality of Experience:

Possession of the required number of years of experience will not in itself be accepted as proof of qualification for a position. The applicant's overall experience must have been of such scope and level of responsibility as to conclusively demonstrate that he/she has the ability to perform the duties of the position for which he/she is being considered.

License Required: A valid license with the State of Hawaii as a practical nurse at the time of appointment.

Driver's License: Some positions may required the possession of a valid license to drive in the State of Hawaii.

Selective Certification:

Specialized knowledges, skills and abilities may be required to perform the duties of some positions. In such positions, applicants may be restricted to those who possess the pertinent experience and/or training required to perform the duties of the position.

Departments requesting selective certification must show the connection between the kind of training and/or experience on which they wish to base selective certification and the duties of the position to be filled.

Physical Requirements:

For the classes Licensed Practical Nurse I and II: refer to Part III, Physical Requirements Specifications. For the class Licensed Practical Nurse III: applicants must be physically able to perform, efficiently and effectively, the essential duties of the position which typically require the ability to read without strain printed material the size of typewritten characters, glasses permitted, and the ability to hear the conversational voice, with or without a hearing aid, or the ability to compensate satisfactorily. Disabilities in these or other areas will not automatically result in disqualification. Those applicants who demonstrate that they are capable of performing the essential functions of the position will not be disqualified under this section. In addition, certain positions may have other physical and medical requirements.

Any condition which would cause applicants to be a hazard to themselves or others is cause for disqualification.

Any disqualification under this section will be made only after a review of all pertinent information including the results of the medical examination, and requires the approval of the Director of Human Resources/Designee.

Mental/Emotional Requirements:

All applicants must possess emotional and mental stability appropriate to the job duties and responsibilities and working conditions.

This is an amendment to the minimum specifications for the classes LICENSED PRACTIAL NURSE I, II & III to clarify supervisory aptitude, effective April 16, 2013.

This is an amendment to the minimum specifications for the classes LICENSED PRACTIAL NURSE I, II & III to revise the license requirement, effective June 25, 2008.

This is an amendment to the minimum specifications for the classes LICENSED PRACTIAL NURSE I, II & III to delete the test requirement, effective May 1, 2005.

This is an amendment to the minimum qualification specification for the classes LICENSED PRACTICAL NURSE I, II, and III which was approved on December 13, 1989

This class is adopted from the State of Hawaii, relative to the transfer of classification and compensation jurisdiction to the Hawaii Health Systems Corporation, effective July 1, 1998, pursuant to Act 262, Session Laws of Hawaii, 1996.

DATE APPROVED: April 16, 2013

PAUL TSUKIYAMA
Director of Human Resources