

## Oncology Research Licensed Practical Nurse

**Job Code:** 7424

**Salary Grade:** C06

**FLSA Status:** Non-Exempt

*The following statements are designed to outline the general functions and typical responsibility levels associated with positions in this classification. They are not intended to serve as an exhaustive list of specific duties or requirements for individual positions assigned to this classification.*

### Duties and Responsibilities

Performs nursing duties such as patient preparation, sample collection, research, information gathering, patient follow-up, data collection, and medication administration. This position works under the direction or supervision of an RN or Physician.

- Prepares patient for examination by the physician to include but not limited to having charts ready, and draping and positioning the patient on the exam table
- Collects samples from patients including blood, urine, etc. Prepares samples for analysis or shipment.
- Assists research team with complex procedures to include but not limited to PK/PD and study biopsies without RN supervision.
- Takes and records various readings to include but not limited to heart and respiratory rate, blood pressure, weight, and body temperature
- Makes follow up patient appointments or follows up on patient appointments. Answers routine questions from patients, family, or legal guardian.
- Collects all laboratory reports, data, and records.
- Under direction of physician or other medical personnel, administers medication to patients.
- Monitors research patients for toxicity including grading and attribution as well as response assessment.
- Coordinates all aspects of clinical care on study in collaboration with Research RN, physicians and other member of the study team
- Assists researchers by recruiting patients, determining if they are suitable for the study, administering questionnaires, taking medical histories, and answering questions. Screens, consents, and enrolls patients in complex and multi-modality treatment protocols.
- Has inter-departmental collaboration with campus departments to schedule study procedures, including interventional radiology, ophthalmology, cardiology and surgery.
- Performs various duties as needed to successfully fulfill the function.

### Minimum Qualifications

**Education:**

Required: Completion of an accredited practical nursing program.

**Experience:**

Required: 12 months of clinical experience.

**Certifications or Licenses:**

- Certification as a Licensed Practical Nurse (LPN), and registered as a Licensed Practical Nurse in the State of Oklahoma.

**Verification of education and licensure (if applicable) will be required if selected for hire.**

### Knowledge, Skills, and Abilities

- Knowledge of techniques needed to diagnose and treat injuries and diseases which includes but not limited to treatment alternatives, drug properties and interactions, and preventive health care measures.
- Working knowledge of HIPAA.
- Ability to give full attention to what is being said and understand the points being made.
- Ability to ask questions when appropriate.
- Excellent verbal and written communication skills
- Ability to deal with staff, physicians, visitors, vendors, and patients in a tactful, diplomatic, and pleasant manner.
- Ability to work in stressful situations. Must be detail oriented and organized.
- Ability to work as a team member.

### Working Conditions

Physical:



**JOB DESCRIPTION**

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Ability to engage in repetitive motion.

Environmental:

Clinical environment.

**Printed Date: 05/20/2026**