# Job Analysis Report

**Employer:** Duke University Hospital  
**Date of Analysis:** October 29, 2014  
**Department:** Nursing  
**Prepared by:** Caitlyn Turner, ATC  
**Job Title:** LPN – Inpatient Units  
**Physical Demand Classification:** Heavy

## PHYSICAL DEMANDS

<table>
<thead>
<tr>
<th>Activity</th>
<th>Occasional (0%-33%)</th>
<th>Frequent (34%-66%)</th>
<th>Constant (67%-100%)</th>
<th>Description of Job Tasks</th>
</tr>
</thead>
<tbody>
<tr>
<td>Sitting</td>
<td>X</td>
<td></td>
<td></td>
<td>Intermittent use of task chairs/stools, access work below waist level</td>
</tr>
<tr>
<td>Standing/walking</td>
<td></td>
<td>X</td>
<td></td>
<td>On level floor, computer in standing for short duration, patient care, and when assisting MD</td>
</tr>
<tr>
<td>Climbing</td>
<td>X</td>
<td></td>
<td></td>
<td>Available: 1 step - 10&quot; height assist, if needed to access overhead supplies, may climb on bed for CPR, etc</td>
</tr>
<tr>
<td>Balancing</td>
<td>X</td>
<td></td>
<td></td>
<td>While moving and transferring patients, extended reach beyond 20&quot;, etc.</td>
</tr>
<tr>
<td>Bending at Waist</td>
<td>X</td>
<td></td>
<td></td>
<td>Extended reach, patient care - may be sustained for 1-2 minutes per bout, etc</td>
</tr>
<tr>
<td>Stoop, Crouching and/or Kneeling (Access work below waist level)</td>
<td>X</td>
<td></td>
<td></td>
<td>Patient care - may be sustained for 1-2 minutes per bout, transferring from 17&quot; high chair, changing catheter bags, dressing changes in sitting, Rare - may get on hands and knees to get under bed, CPR on floor, etc.</td>
</tr>
<tr>
<td>Lifting</td>
<td>X</td>
<td></td>
<td></td>
<td>Floor to overhead – see exertion charts</td>
</tr>
<tr>
<td>Lifting One-handed</td>
<td>X</td>
<td></td>
<td></td>
<td>Up to 10 lbs from floor to 83&quot; high</td>
</tr>
<tr>
<td>Pushing</td>
<td>X</td>
<td></td>
<td></td>
<td>Materials, equipment, transfers, etc</td>
</tr>
<tr>
<td>Pulling</td>
<td>X</td>
<td></td>
<td></td>
<td>Materials, equipment, transfers, etc</td>
</tr>
<tr>
<td>Reaching Below Knee</td>
<td>X</td>
<td></td>
<td></td>
<td>Access supplies, operate controls, etc</td>
</tr>
<tr>
<td>Reaching Knee to Shoulder</td>
<td></td>
<td>X</td>
<td></td>
<td>Patient care, etc</td>
</tr>
<tr>
<td>Reaching Above Shoulder</td>
<td>X</td>
<td></td>
<td></td>
<td>Up to 83&quot; to access overhead supplies, height assist available</td>
</tr>
<tr>
<td>Handling/Grasping</td>
<td>X</td>
<td></td>
<td></td>
<td>Materials, equipment, patient with and without coupling assists, etc</td>
</tr>
<tr>
<td>Fingering/Pinching</td>
<td>X</td>
<td></td>
<td></td>
<td>Fine motor activities, keying, writing, knobs, switches, etc.</td>
</tr>
<tr>
<td>Talking</td>
<td>X</td>
<td></td>
<td></td>
<td>Communication</td>
</tr>
<tr>
<td>Hearing</td>
<td>X</td>
<td></td>
<td></td>
<td>Communication, alarms, etc</td>
</tr>
<tr>
<td>Vision</td>
<td>X</td>
<td></td>
<td></td>
<td>Visual acuity, eye-hand coordination, depth perception, observing change in status, etc</td>
</tr>
<tr>
<td>Activity</td>
<td>Amount of Time</td>
<td>Description of Job Tasks</td>
<td></td>
<td></td>
</tr>
<tr>
<td>----------------</td>
<td>----------------</td>
<td>--------------------------------</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Color Vision</td>
<td>X</td>
<td>Instructions, warnings, change detections, etc</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

### PHYSICAL DEMANDS

### WEIGHT DEMANDS/EXERTION OF FORCE

<table>
<thead>
<tr>
<th>Weight</th>
<th>Lifting Levels</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Floor</td>
</tr>
<tr>
<td>Less than 10 lbs.</td>
<td>X</td>
</tr>
<tr>
<td>10-25 lbs.</td>
<td>X</td>
</tr>
<tr>
<td>26-50 lbs.</td>
<td>X</td>
</tr>
<tr>
<td>51-75 lbs.</td>
<td>X</td>
</tr>
<tr>
<td>76-100 lbs.</td>
<td>X</td>
</tr>
<tr>
<td>Greater than 100 lbs.</td>
<td>X</td>
</tr>
</tbody>
</table>

### WEIGHT DEMANDS/EXERTION OF FORCE

<table>
<thead>
<tr>
<th>Weight</th>
<th>Amount of Time</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Weight/Force Descriptors</td>
</tr>
<tr>
<td>Less than 10 lbs.</td>
<td>Equipment, supplies, materials</td>
</tr>
<tr>
<td>10-25 lbs.</td>
<td>Wheel Chairs, carts, equipment, minimum assist transfers, etc</td>
</tr>
<tr>
<td>26-50 lbs.</td>
<td>Minimum to moderate assist transfers - with or without assistance</td>
</tr>
<tr>
<td>51-75 lbs.</td>
<td>52# toilet seat lift, 70 lbs/force – push/pull bed, moderate to maximum assist transfers with slide assistance, etc</td>
</tr>
<tr>
<td>76-100 lbs.</td>
<td>X</td>
</tr>
<tr>
<td>Greater than 100 lbs.</td>
<td>X</td>
</tr>
</tbody>
</table>

Lifting up to 75 pounds on an occasional basis places this position in the **Heavy** physical demand classification level.

### Physical Demand Levels of Work (PDC Levels)

*(Based on Lifting, Pushing, Pulling, or Exerting a Force)*

<table>
<thead>
<tr>
<th>PDC Level</th>
<th>Occasional (0-33% of workday)</th>
<th>Frequent (34-66% of workday)</th>
<th>Constant (&gt;67% of workday)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Sedentary</td>
<td>1# to 10# Standing/Walking</td>
<td>Negligible Sitting</td>
<td>Negligible Sitting</td>
</tr>
<tr>
<td>Light</td>
<td>11# to 20#</td>
<td>Up to 10# Standing/Walk</td>
<td>Negligible</td>
</tr>
<tr>
<td></td>
<td></td>
<td>and/or Standing while</td>
<td>and/or Seated while</td>
</tr>
<tr>
<td></td>
<td></td>
<td>pushing/pulling arm/leg</td>
<td>pushing/pulling arm/leg</td>
</tr>
<tr>
<td></td>
<td></td>
<td>controls</td>
<td>controls</td>
</tr>
<tr>
<td>Medium</td>
<td>21# to 50#</td>
<td>11# to 25#</td>
<td>Up to 10#</td>
</tr>
<tr>
<td>Heavy</td>
<td>51# to 100#</td>
<td>26# to 50#</td>
<td>11# to 20#</td>
</tr>
<tr>
<td>Very Heavy</td>
<td>Over 100#</td>
<td>Over 50#</td>
<td>Over 20#</td>
</tr>
</tbody>
</table>

Authorization For Job Specific Testing

Duke University Hospital understands that the essential functions of the employment position must be identified in order to meet the requirements for the Americans with Disabilities Act (ADA). A job analysis must be completed to quantify the physical demands of the position. This identification will result in the determination of one or more job specific tests associated with the essential functions that will either qualify or disqualify the post-offer or post employment (fit for duty) candidate for the position, with or without reasonable accommodations, if applicable.

For the Position of: C1 – LPN (LPN (4086), Med LPN (4521); Med LPN, FP (4512))

The Company representative hereby acknowledges the following as valid job specific tests:

**Job Specific Test I: Bed Positioning:** Candidate will demonstrate the ability to pull an object, positioned 18” away from them on a table at waist height requiring 70 lbs/force, towards them to the side of bed towards them using draw sheet method and then return weight to center of bed and pull weight up 6 inches laterally towards one end of the table times one to simulate ability to maneuver patient in bed with acceptable body mechanics. Instruct candidate in staggered foot place and use of weight shifting to push/pull.

**Job Specific Test II: Chair to Bed Transfer:** Candidate will demonstrate the ability to lift box weighted to 70# from top handles sitting on chair then pivot 90 degrees and place box on a chair seat to the right and then repeat to the left with acceptable body mechanics times one to simulate moving patient from chair to bed with moderate to maximum assist.

**Job Specific Test III: Postural Tolerance:** Candidate will demonstrate the ability to maintain a squat or half-kneeling position for 2 minutes and then stand (may use 1 hand assistance to get up and down if needed) and then transition to a forward bent position for 2 minutes while performing an upper extremity task to simulate sustained work postures at waist level or below.

The Company representative hereby acknowledges the following as valid physical requirements:
1. Employee lifts 75 lbs occasionally (less than 33% of the time or 1-100 times per day).
2. Employee’s position requires pushing/pulling a maximum force of 70 lbs occasionally (less than 33% of the time or 1-100 times per day).

**Safe Lifting Criteria:**
- 12” to knuckle: 75 lbs
- Push/Pull: 70 lbs/force

Company: Duke University Hospital
Address: 2301 Erwin Rd
Durham, NC 27710

Provider: Job Ready Services, LLC
Address: 2300 Westinghouse Blvd, Suite 107
Raleigh, NC 27604

Deborah Page, Chief HR Officer  Date  3/10/2015

Provider Representative  Date  3/10/2015

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AUG 1, 2015
Duke University Worker’s Compensation