

CERTIFIED NURSING ASSISTANT JOB DESCRIPTION

I. ASSESSMENT

- a. Observe and report to the Registered/Licensed Practical Nurse any pertinent information, observations, unusual situations, reactions, effects or conditions related to the patient's health and welfare. Reports abnormal signs to nurse.

II. PLANNING

- a. Organizes activities and functions, assigned by the Registered/Licensed Practical Nurse, involved with direct care and special assignments.

III. IMPLEMENTATION

- a. Performs duties such as giving baths and making beds, as directed by the Registered/Licensed Practical Nurse.
- b. Makes adjustments and secures supplemental items to meet requirements of medical orders or to aid in the movement of patients with supervision as directed. Moves or assists in the movement of patients to and from stretcher and bed; Transports patients and supplemental items to and from various areas in the facility.
- c. Assists patients in walking, getting into and out of bed and wheelchair and performs other personalized services within prescribed limits.
- d. Performs procedures within the Nursing Assistant's scope of responsibility according to each facility.
- e. Places food for the convenience of the patient. Positions patient comfortably; assists in feeding patients when necessary.
- f. Assists Registered/Practical Nurse in the admission and discharge of the patient.
- g. Provides for safety and welfare of patients by observing sanitation, safety and house-keeping regulations.
- h. Attends and participates in in-service programs as identified by Agency.

IV. COMMUNICATION SKILLS

- a. Maintains communication with the Registered/Licensed Practical Nurse concerning care.
- b. Communicates and interacts with patient/significant other and staff in a way that is perceived by them as positive, supportive and designed to maximize performance and achieve patient care objectives.

V. DEVELOPMENT AND BEHAVIOR

- a. Applies principles of confidentiality to all hospital and patient matters.

- b. Reports to work at the scheduled time, completes work on time and is punctual in returning to unit from meals and breaks.
- c. Adheres to facility dress code.
- d. Adheres to facility policies and procedures.
- e. Demonstrates flexibility in response to unexpected changes in workload and schedule.
- f. Cancels scheduled shifts on an infrequent basis.

Employee Name (Print) _____

Employee Signature _____

Date _____