

## **JOB DESCRIPTION**

### **CERTIFIED NURSING ASSISTANT**

#### **POSITION SUMMARY:**

The Nurse Aide will provide personal care and assistance with activities of daily living in the home and care client support in a manner that meets or exceeds State, Federal and Agency expectations, under the guidance and supervision of the Registered Nurse to ensure quality and safe delivery of services. All services rendered will be done in accordance with the client's Plan of Care

#### **POSITION QUALIFICATIONS:**

- Maintain current listing with the NC Division of Facility Services as a Nurse Aide
- Be able to read, write, and follow instructions in English
- Must have completed an approved Nurse Aide training program and or approved competency evaluation program
- Have a positive attitude toward the care of the sick and elderly
- Demonstrates maturity and proficiency in performing the necessary job functions
- Must possess a valid driver's license, personal means of transportation, and a safe and clean driving record
- Must have a good Nurse Aide or health care work experience history in a similar work area or agency
- Follow the Plan of Care

#### **PHYSICAL REQUIREMENTS:**

- Visual/hearing ability sufficient to comprehend written/verbal communication.
- Ability to perform tasks involving physical activity, which may include heavy lifting and extensive bending and standing
- Ability to deal with stress
- The following are essential job functions that must be safely performed with or without reasonable accommodation without posing a direct threat to other employees, client, or self;
  - Provides and or assists with activities of daily living such as grooming; oral hygiene, bath shower; feeding and nourishment; incontinence care
  - Maintaining the personal environment (i.e., clothing linens within the home)

- Performs and or assist clients with passive range of motion exercises, and ambulation
- Assist with transfers to from bed, floor, wheelchair and shower chairs as needed
- Positions client in bed and/or chair and may apply and/or adjust orthotic bracing appliances when appropriate
- Responds to client's requests and corrects environment hazards in an appropriate and safe manner
- Documents, reports care provided and client observations including unusual or significant changes in physical, mental or behavioral conditions and family situations or needs to appropriate health care professional
- Obtains vital signs, heights and weights, intake and output measurements
- Knows and is able to respond to emergency needs such as Heimlich maneuver CPR and other disaster procedures designated by agency policies
- Attends and participates in-service trainings. The Nurse Aide is responsible for maintaining 12-hours of in-service each year as governed by OBRA regulations. The Nurse Aide must renew certification every 24 months
- Observes agency policies and procedures regarding attendance, timeliness, house rules, teamwork, customer service and other policies/procedures that may be introduced from time to time
- Assist with prompting of client during self-administration of medications which are prescribed or ordered by a physician or other persons authorized by state law to prescribe medicine. **NO MEDICATION ADMINISTRATION BY STAFF, BE IT TROPICAL, ORAL, OR ANY OTHER ROUTE. MEDICATION REMINDERS ONLY.**
- Perform incidental household services that are essential to the client's care at home, dust, mop, sweep, vacuum, make beds, change linen, or do laundry

**ACKNOWLEDGMENT:**

I have read this job description and fully understand the requirements therein. I hereby accept the position as Nurse Aide. I agree to abide by the requirements set forth and will perform all duties and responsibilities to the best of my ability. The work environment characteristics described here are representative of those encountered while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions

I further understand that my employment is at-will, and thereby understand that my employment may be terminated by the Agency and that such termination can be made without notice

**NOTE: MUST ALSO COMPLETE THE CRIMINAL BACKGROUND CHECK AND NOT BE LISTED ON THE NC HEALTH CARE PERSONNEL REGISTRY WITH A SUBSTANTIATED FINDING**

**SIGNATURE** \_\_\_\_\_ **DATE** \_\_\_\_\_