

Lutheran Services Carolinas

Job Description

Job Title: Certified Nursing Assistant (CNA)

Supervisor (title): Director of Nursing or Health Services Coordinator,
or Executive Director (depending on location)

Department: Nursing

Approved by: B. Welch 

Date: 11/10/2014

Position Purpose/Summary The primary purpose of the Certified Nursing Assistant (CNA) is to provide residents, clients, or participants with routine daily nursing care and services in accordance with the resident's assessment and care plan, and as may be directed by nursing supervisors.

Level II Certified Nursing Assistants provide nursing care specific to the Board of Nursing Level II Nurse Aide training and competency evaluation program for the State of North Carolina. Level II tasks are noted in an addendum to this job description.

Essential Functions

1. Provide resident-centered care in accordance with resident's preferences and care plan. Ensure residents are treated with kindness, dignity, and respect. Answer call lights, when applicable, as promptly as possible.
2. Assist residents with ADL care, including mouth care, eye and ear care, bathing, dressing, grooming, nail care. Assist with toileting, perineal care, and incontinence care as indicated. Change bed linens as necessary and as assigned.
3. Assist with meals, including serving and set up of meal trays, assisting with feeding, preparing, and serving thickened liquids, as indicated. Pass snacks and fresh ice water as assigned and as needed.
4. Assist with ambulating, transferring, lifting, turning, and repositioning following established policies for safe lifting and in accordance with the resident's ability and care plan. Demonstrate proper use of lift equipment per manufacturer's guidelines and facility protocols.
5. Document as instructed utilizing the electronic medical record system, when applicable.
6. Complete the following tasks as assigned and as specified by certification and level of care, including taking vital signs, providing catheter care, applying TED hose, weighing and measuring residents, collecting specimens, providing range of motion exercises and other restorative procedures, as indicated, providing care to dying or deceased residents.
7. Report changes in resident's condition timely and appropriately. Report possible abuse or crimes against a resident immediately.

8. Report any exposure to blood borne pathogens and hazardous chemicals; report near-miss accidents and accidents with or without injury as soon as possible to supervisor.
9. Apply restraints, bed rails, and positioning devices only as ordered.
10. Follow skin care protocols and preventative measures to prevent skin breakdown. Immediately notify supervisor of open areas, redness, or other changes in skin condition.
11. Follow established infection control guidelines and standard precautions, including proper hand washing and use of personal protective equipment.
12. Complete training requirements as assigned. Maintain required continuing education credits to keep certification current per State and Federal regulations and requirements.
13. Assist with transportation to life enrichment activities and participate in care plan or other family conferences as indicated.
14. Complete other duties as may be necessary for the orderly operation of the facility or program.

Supervisory Responsibilities, if any: None

Qualifications (Minimum Job Requirements): *The requirements listed below are representative of the knowledge, skill, and/or ability required for the job:*

Education: Must possess at minimum a 10th grade education.

Experience: No experience required.

Specific skills/abilities:

Specialized knowledge, licenses, etc.: Must be certified in the state of North Carolina.

Working Conditions/Physical Requirements:

1. Must be able to lift 50 pounds; lift and carry 20 pounds.
2. Able to assist in the transferring of an individual weighing 150 pounds.
3. Able to bend and stoop to the floor repeatedly.
4. Ambulatory throughout the facility

This job description is not an employment contract. Lutheran Services Carolinas reserves the right to alter the job description at any time without notice.

Employee Signature

Date

Supervisor Signature

Date

Employee signature constitutes employee's understanding of the requirements, essential functions and duties of the position.