

Mescalero Care Center
Job Description
Certified Nursing Assistant (C.N.A.)

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POSITION: Certified Nursing Assistant

DEPARTMENT: Nursing Services

IMMEDIATE SUPERVISOR: LN Team Leader

POSITION SUMMARY:

The nursing assistant provides nursing and nursing related services to residents consistent with each residents comprehensive resident assessment and plan of care. All resident care is provided in a manner that meets the residents physical, mental and psychosocial needs and enables the individual to attain or maintain the highest practicable level of functioning. The C.N.A. maintains a "homelike" environment for the residents, protects and promotes resident rights and assists the person to maintain independence and control to the greatest extent possible.

Certificate/Licenses: Acceptable verification of training and competency evaluation from State Nurse Aide Registry and no findings in the Registry concerning abuse, neglect, mistreatment of residents or misappropriations of resident's property.

Work Experience: Prior experience giving personal care to impaired individuals in a health care setting preferred.

Freedom from illegal use of drugs, and freedom from use and effects of use of drugs and alcohol in the workplace.

Persons who have been found guilty by a court of law of abusing, neglecting, or mistreating individuals in a health care related setting are ineligible for employment in this position.

PERFORMANCE REQUIREMENTS:

Carries out all duties in accord with the facility mission and philosophy.

Demonstrates knowledge of and respect for the rights, dignity and individuality of each resident in all interactions.

Appreciates the importance of maintaining confidentiality of resident and facility information.

Demonstrates honesty and integrity at all times in the care and use of resident and facility property.

Able to understand and to follow written and verbal directions. Able effectively to communicate with staff members and residents through verbal and/or written means.

Able to interact effectively with individuals who are cognitively and/or physically impaired.

Knowledge of emergency and disaster procedures of facility. Able to locate nearest exit, to understand and respond to written or oral instruction in case of emergency.

Sufficient mobility and strength to move freely through the building, to assure resident safety at all times and to assist, transfer or otherwise move residents of facility out of danger in case of emergency.

Demonstrates respect for co-workers and responds to needs of residents by complying with facility policies on attendance and punctuality and dress code. Able to arrive and to begin work on time.

Working knowledge and ability to comply with facility policies and procedures for work place safety including infection control procedures, application of universal precautions for blood borne pathogens, use of personal protective equipment and handling of hazardous materials.

Demonstrates ability to prioritize tasks/responsibilities and complete duties/projects within allotted time.

Able to respond to change productively and to handle additional tasks/projects as assigned.

Able to carry out the essential functions of this job (with or without reasonable accommodation) without posing specific, current risk of substantial harm to health and safety of others.

Able to meet personal care needs for up to:

- 13 residents per day shift
- 13 residents per evening shift
- 26 residents per night shift

Demonstrates competence in performing all services required of a nurse aide including providing nursing and nursing related services to individuals with cognitive impairments.

Able to recognize changes in resident's conditions as evidenced by physical symptoms, verbal expression or observation of change in mental or psychosocial status.

ESSENTIAL JOB FUNCTIONS:

NOTE: The essential functions of this job may be revised or updated as facility needs dictate.

Provides direct care to residents to improve or maintain the resident's abilities according to the resident's plan of care.

1. Grooming each resident who bathes daily – curling hair as needed and able, trimming nails (fingernails and toenails) of all non-diabetic residents. Needs to advise LN of need to trim diabetic residents nails.
2. Allowing each resident to assist as he/she is able in bathing their body.
3. Documents care provided to residents in a timely and accurate manner.
4. Reviews resident care plans and advises LN of any changes in resident's condition.
5. Provides care to residents without violating residents' rights.
6. Answers emergency lights of other residents as able when not busy bathing or assisting a resident before or after their bath.
7. Takes breaks at a time convenient for residents and other staff. Variations of this to be approved by LN Team Leader or DON.
8. Assist other C.N.A.'s and residents with all meals.
9. If aide is completed with his/her work they will help as needed with resident care and cleanup, as in dining room or where needed.

Activities of Daily Living (ADL's)—Assists with bathing, grooming, dressing, mobility, transferring, and feeding of assigned residents by providing set-up assistance, verbal prompts, physical support or more extensive assistance as more fully described below:

Bathing—Assists with transport of resident to tub or shower. Adjusts water temperature; washes and rinses resident; dries body thoroughly with clean towels. Maintains privacy for resident at all times.

Dressing—Locates, selects and obtains clothing for resident. Assists residents with snaps, zippers, and buttons after donning clothes or removing them. Recognizes clothing in need of repair and communicates clothing needs to resident and LN team leader.

Elimination/Toileting—Promptly assists resident to bathroom according to toileting schedule or, promptly brings clean bedpan or urinal. Opens, removes clothing in preparation, cleans resident if resident is unable to clean self, adjusts clothing, cleans residents' and own hands. Measures and records output as directed by LN Team Leader and plan of care. Provides catheter care according to facility procedure and infection control policies.

Mobility—Assists resident or provides range of motion exercises to all joints. Provides weight bearing assistance or physical support for ambulating. Pushes wheel chair or geri-chair if needed. Maintains safe environment for mobile resident by removing obstacles, inspecting equipment and reporting defects to LN Team Leader. Monitors resident progress toward treatment goals and reports responses to LN Team Leader.

Transfer—Position resident for transfer. Use correct transfer technique and equipment according to plan of care, resident ability and self-ability. Obtains assistance of another staff member if needed before starting to transfer a resident.

Eating—Provides set-up assistance for meal tray. Opens, pours, unwraps, and cuts foods if resident is unable to help self. Feeds individuals that require total assistance according to their plans of care. Actively encourages residents to chew, eat, or swallow if indicated. Socializes with residents during meal times. Assists or cleans resident after meals. Serves nourishments and snacks as ordered. Documents and reports food and fluid intake accurately.

Pass Bibs – Ice water – juices – offer juices and water to feeders and to those who need prompting.

Feed Early Feeders

Help pass trays and feed

Pick up trays and clean up dining room

Put clean towels and wash cloths in each room

Straighten living room and utility rooms

Vital signs as assigned by licensed staff

LUNCH

Pass bibs – water – juice – to feeders and to those who need prompting

Feed Early Feeders

Help pass trays and feed

Pick up trays – clean dining room

Give evening nourishments – be sure residents get them

Report off to LN Team Leader

Provides care in a manner that protects and promotes resident rights, dignity, self-determination and active participation. Offers and respects resident choices in matters of daily routine. Refers to residents by proper names unless resident requests otherwise. Avoids use of all pet names. Handles all residents' property with respect.

Observes and reports patterns of decreased social interaction, angry or sad behaviors and refusals of treatment to LN Team Leader.

Assists with the planning, implementation and evaluation of plans of care for assigned residents and reports information about conditions, responses to interventions and suggestions for alternative approaches to the LN Team Leader.

Assists with preparation for state inspections as directed. Attends survey training and interacts with state surveyors as directed by immediate supervisor.

Follows all facility policies and procedures including those related to infection control. Uses personal protective equipment properly whenever indicated.

Records accurate, legible information about resident care and condition in appropriate sections of resident's records.

Communicates with LN Team Leader about assigned residents regularly throughout shift.

Demonstrates competence in use of proper body mechanics for both upper and lower body. Safely and correctly uses equipment such as gait belts and mechanical lifting equipment for lifting, pulling, and turning residents who may range in weight from less than 80 pounds to over 300 pounds.

Monitors physical environment for safety or fire hazards and corrects or reports potential problems immediately to team nurse. Promptly reports housekeeping and maintenance problems to LN team leader.

Reports injuries to resident or self immediately.

Attends 12 hours of in-service education provided by the facility annually. Applies information to job tasks.

Participates in fire and disaster drills. In the event of an emergency carries out assigned duties to assure resident safety.

PHYSICAL, PSYCHOLOGICAL AND ERGONOMIC REQUIREMENTS:

Successful performance of essential functions can best be achieved through consistent application of current knowledge, use of good judgment, teamwork, common sense, ability to establish and carry out priorities, effective use of interpersonal skills and ongoing communication with residents, staff, families, interdisciplinary team members, and government officials, including state surveyors and ombudsman.

This job cannot be performed without exposure to the stresses associated with the intimate, 24 hour residential care environment that delivers care and services primarily to disabled and cognitively impaired residents. Examples of these stresses include, but are not limited to: shift rotation, weekend and holiday duty, unusual or impaired behavior by residents, family reactions to having a loved one in the nursing home, death and dying, oversight of state surveyors, ombudsman and federal officials, presence of consultants and attorneys, and variable involvement of medical staff.

Essential functions are carried out in a variety of positions including standing and sitting. To meet resident's needs, virtually all positions require the ability to move freely through the building. Stooping, bending, lifting and carrying as well as other physical demands may be required as described in the Essential Physical Demands of this position.

ESSENTIAL PHYSICAL DEMANDS OF THE POSITION.

MOBILITY: Ability to move freely in all directions.

LIFTING: Able to lift up to 75 pounds.

CLIMBING/BALANCING: N/A

STOOPING/BENDING: 200+ times a day for brief periods.

PUSHING: Up to 50 pounds to push residents in wheel chairs.

STANDING/SITTING: Standing/walking 90% of shift, sitting 10% of shift.

REACHING: 50% of shift to care for residents and reach supplies.

HEARING: Ability to hear verbal communication.

SPEAKING: Ability to speak for others to understand.

VISION: Adequate vision to read and to recognize residents.

COLOR VISION: Ability to see red biohazard labels

ESSENTIAL ENVIRONMENTAL DEMANDS OF THE POSITION

INSIDE/OUTSIDE: 100% inside unless assisting on outings, walks, or taking residents to patios areas.

COLD/HEAT: Controlled temperature.

WET/HUMIDITY: N/A

NOISE/VIBRATIONS: Voices, telephones, and call lights.

DRY/DUST: N/A

FUMES/ODORS/CHEMICAL EXPOSURE: Odors of body substances.

The Occupational Safety and Health Administration (OSHA) has determined that certain employees in nursing homes are at significant risk of exposure to blood borne pathogens such as Hepatitis B and Human Immunodeficiency Virus (HIV).

Employee Signature

Date

