

**TIMBERCREST
CHURCH OF THE BRETHREN HOME, INC.**

POSITION DESCRIPTION

FOR

CERTIFIED NURSING ASSISTANT (CNA)

Reports to: Director of Nursing/Assistant Director of Nursing/Professional Nurse

General Statement of Physical Requirements: The Certified Nursing Assistant must be able to lift fifty (50) pounds and may occasionally be called on to lift seventy-five (75) pounds with assistance. The job involves the frequent transferring and repositioning of residents who are often unable to assist. There is the frequent carrying of supplies, meals and linens. The job requires the CNA to be on their feet for almost the entire shift. There is nearly constant walking with frequent bending, stooping, twisting and reaching.

General Responsibilities:

1. Ambulating and transferring residents utilizing appropriate assistive devices and body mechanics.
2. Routinely turning and positioning residents.
3. Making beds each day, changing linens on designated days or when required because of wetness or soiling.
4. Measuring and recording residents' heights and weights as directed by the charge nurse.
5. Responding promptly to nurse calls initiated by residents.
6. Caring for the incontinent residents.
7. Measuring and recording residents' intake and output.
8. Collecting sputum, urine and stool specimens as instructed by the charge nurse.
9. Assisting residents in all activities of daily living (toileting, grooming, bathing, feeding, dressing, care of hair and nails, etc.)
10. Passing trays and feeding/assisting residents with meals as needed.
11. Observing and documenting food, nourishment and fluid intake on assigned residents.
12. Promoting resident hydration.
13. Keeping assigned residents bedside areas clean and uncluttered and assuring that the residents' personal belongings are kept clean and orderly.
14. Ensuring resident privacy, respect and dignity.
15. Assisting in orientation of new nursing assistants.
16. Participating in in-services staying current with all mandatory inservice offerings.
17. Following appropriate hand washing requirements and techniques.
18. Maintaining proper infection control procedures when handling clothing, linens and bodily fluids.
19. Strictly adhering to Universal Precautions when coming or potentially coming in

- contact with blood or other bodily fluids.
- 20. Receiving oral report and written assignments from the charge nurse at the beginning of each shift.
- 21. Detecting, correcting and reporting to the charge nurse any unsafe conditions which could cause injury to residents, staff or visitors.
- 22. Working to assure the physical comfort, safety, and mental well-being of residents.
- 23. Observing and reporting symptoms, reactions and changes of residents to charge nurses in a timely manner (eyes and ears for nurse).
- 24. Immediately responding to bed/chairs alarms.
- 25. Encouraging and motivating residents to participate in the program of activities that is offered. Seeing that residents are ready at the scheduled time.
- 26. Cleaning used equipment and returning it to its designated storage place.
- 27. Checking residents frequently and always before the end of a shift to be sure they are clean and dry.
- 28. Occasionally, accompanying a resident to a medical or dental appointment to provide assistance when needed.

Approval of Job Description _____
 Director of Nursing _____ Date _____

 Employee _____ Date _____