

Certified Nursing Assistant Job Description

Summary

Perform a variety of nonprofessional nursing duties in the direct care of patients under the direct supervision of an RN/LPN.

Duties and Responsibilities

- Prepare patients, equipment and supplies for specific procedures and provide manual assistance as required.
- Obtain and record patient data for medical records noting and informing RN/LPN of information collected.
- Administer treatment and personal care procedures to patients including, but not limited to, feeding, bathing, shaving, changing clothing, cleaning bed-making, assisting with ambulation, enemas, skin care, and bowel and bladder elimination; provide such additional care as required to meet the personal needs and comfort of assigned patients.
- Participate in teaching activities by reinforcing teaching instructed by RN and/or physician as needed.
- Assist physician and nurses with physical examinations by helping position patients, changing non-sterile dressing and weighing patients.
- Note and reports any changes in patient's condition to the RN or LPN.
- Take and records vital signs, record I&O, applies ice bags, administer douches and enemas.
- Turn and position patients, set up and feed patients as necessary, provide patients with fresh drinking water.
- Perform finger sticks for blood glucose testing with appropriate training.
- Assist with admission, discharge, and transportation of patients.
- Follow standard precautions and use personal protective equipment as required.
- Perform other related duties incidental to the work described herein.
- Collect, deliver and conduct routine tests on patient specimens.
- Clean assigned area; stock and replenish supplies and equipment as required.
- Participate in own professional development by maintaining required skills validation and attending educational offerings. Supports the development of other staff and formal learners.
- Perform other related duties incidental to the work described herein.

Education

Completion Certified Nurse Aide education program approved by the California Board of Nursing with a High School diploma or equivalent preferred.

Experience

A minimum of one year current experience

Degrees, Licensure, and/or Certification

Current Certified Nursing Assistant license in the state of California and current BLS

Knowledge, Skills, and Abilities

- Working knowledge of procedures and techniques involved in administering routine and special treatments to patients.
- Working knowledge of sanitation, personal hygiene and basic health and safety precautions applicable to work in a hospital
- Working knowledge of infection control procedures and safety precautions
- Able to withstand prolonged standing and walking with the ability to move or lift at least 50 pounds
- Ability to understand English and follow oral and written instructions
- Ability to document and communicate pertinent information
- Ability to establish and maintain effective working relationships with patients and hospital staff

Signature: _____ Date: _____