

## **CERTIFIED NURSE ASSISTANT (CNA)**

### **QUALIFICATIONS**

- Current, unrestricted CNA registration in the state of Illinois
- Minimum 1 year experience as CNA
- Current Cardiopulmonary Resuscitation (CPR) certification
- Current Basic Life Support (BLS) certification
- Must meet all health, compliance and competency requirements
- Ability to communicate effectively verbally and in writing
- Other as required for specific assignments or for employment

### **JOB PURPOSE**

Assist with direct patient care within the scope of practice as well as other work on the unit which supports the patient environment. Assists staff to ensure optimal patient care and health care team to provide and maintain a clean, safe, and attractive environment for patients. Direct patient care includes: nutrition, observation, documentation, transportation of patients and supplies, personal care and general maintenance of the patient environment.

### **DUTIES AND RESPONSIBILITIES**

1. Perform patient care as defined by scope of practice – duties may include but not limited to taking vital signs, assisting patients with bathing, eating, dressing, transfers and ambulation, repositioning patients in bed to prevent skin breakdown, change linens, record oral intake and measure urinary output, collect specimens for tests, supply and empty bed pans, interact with patients and family, and transport patients and equipment.
2. Monitor patients and report any variances from normal to the nurse
3. Collaborate with other professional disciplines to ensure effective and efficient patient care delivery and the achievement of desired patient outcomes
4. Demonstrates knowledge of age-specific patient populations and cultural diversity during the provision of patient care.
5. Maintain own clinical and mandatory education requirements to meet established standards of profession
6. Contributes to the provision of quality care through performance improvement techniques that demonstrate positive outcomes in patient care.
7. Adapt to the needs of the unit by demonstrating flexibility/adaptability.
8. Maintain detailed and accurate records of CNA actions. Document care according to health care facility policies and procedures and in a clear, concise and legible manner
9. Demonstrate good infection control practices including hand washing
10. Adhere to all Agency policies and procedure and of the assigned facility
11. Assist other staff as necessary to ensure the provision of quality patient care.
12. Maintain a safe and clean environment for patients and co-workers
13. Respond promptly to patient emergencies in a safe and appropriate manner.
14. Keep all appropriate healthcare providers informed of patient condition including changes – includes providing informative yet concise report at change of shift.
15. Maintain confidentiality at all times according to hospital policy and procedures and HIPAA requirements.
16. Act as a patient advocate and provide care in a non-judgmental, nondiscriminatory manner that is sensitive to patient/family diversity while preserving each patient's autonomy, dignity and rights.
17. Maintains positive behaviors, approaches, attitude, and commitment to interpersonal service toward patients, visitors, and co-workers.
18. Adhere to facility specific job description for specialty
19. Maintain a cooperative relationship among health care teams by communicating information; responding to requests; building rapport; participating in team problem-solving methods.
20. Contribute to team effort by accomplishing related results as needed.
21. Assist in resolution of complaints and grievances

### **SKILLS/ OTHER QUALIFICATIONS**

- Requires full range of motion including lifting, repositioning, transferring and supporting patients
- Good eye-hand-foot coordination and good manual alertness
- Withstand frequent standing and walking for extended periods of time
- Ability to push/pull more than 50 lbs, and to lift objects greater than 20 lbs.