

PATTON – FULLER COMMUNITY HOSPITAL
DEPARTMENT OF SECURITY
JOB DESCRIPTION

POSITION: Certified Nursing Aide

DESCRIPTION: Responsible for the care of patients utilizing the hospital services. will perform duties within the realm of the CNA and under the direction of a professional nurse (RN or in some instances LVN/LPN.

JOB DUTIES:

Job duties listed are the essential functions of this job title

1. Takes and records vital signs as directed
2. Provides for or assists patients with daily hygiene needs
3. Makes patients bed and changes linen as needed
4. Ambulates patients as directed
5. Serves and picks up patient food trays and records dietary intake. May feed patients or assist with feeding as necessary
6. Records I & O at least once per shift or as directed
7. Weighs patients daily
8. Transfers patients to bed, chair or stretcher as required
9. Observes body mechanics to avoid injury to self or others
10. Observes infection control protocols to avoid the spread of disease and infections.
Observes proper hand washing techniques

EDUCATION AND EXPERIENCE:

1. Must have a current State Nursing Aide Certification
2. Prefer at least one year experience

SKILLS AND ABILITIES:

1. Must be able to communicate effectively in a clear and concise manner
2. Must be able to interact with others in a calm and professional manner
3. Must be able to lift 30 lbs without injury to self or others
4. Must have the ability to stand or walk for extended periods of time.
5. Must have the ability to critically think and take immediate and reasonable action

REPORTING STRUCTURE:

1. Reports directly to the Nurse in charge of the patient team and indirectly to the shift charge nurse
2. Does not supervise other personnel

WORK HOURS:

1. Will be assigned to work 7am-3pm, 3pm -11pm, 11pm-7am, 7am-7pm or 7pm to 7am shifts
2. Will rotate shifts as needed to cover the hospital needs
3. Will rotate working holidays with other CNA personnel
4. May be required to work overtime
5. The position is non-exempt in that approved over-time will be paid at 1 1/2 the officers hourly rate

WORK AREA:

1. The work area may be any where in the hospital proper or outlying service areas

UNIFORMS:

1. CNA will be required to wear the scrubs identified by the unit on which they are assigned. Staff is responsible for the laundering and care of their scrubs.
2. All staff will be required to wear their name badge when on duty
3. All staff will be required to wear sensible foot coverings designed for safety and comfort. All shoes must be cleaned and maintained. White nursing shoes or tennis shoes are acceptable.

OTHER EXPECTATIONS:

1. CNA staff are expected to report to work at their assigned times and be ready to perform their job duties.
2. CNA staff is expected to maintain professional behavior in attitudes, actions, and language at all times in all situations.
3. CNA staff will treat all persons equally in regards to upholding policies and procedures regardless of age, race, gender, national origin or other protective classifications.