

Able Home Health Care, LLC.
Certified Nursing Assistant Job Description

- Requirements:** Must be 18 years of age
Have High School Diploma/GED
Valid C N A certificate from State of NC
Clean Health Care Registry verification
No pending Criminal charges

Description: Certified Nursing Assistants work directly under the supervision of an RN. A CNA is responsible for direct patient care and patients' personal needs. Be able to read and follow Plan of Care, and document properly the tasks that are required for each individual patient. Keep all walk ways, entrances, exits' free of clutter and clear. Ensure needs are met for the wellbeing and safety of the patient. Observe and report symptoms of illness, skin break down, signs of any abuse, neglect, or exploitation of a patient to Agency staff. Effectively communicate with patient.

Keys Tasks & Responsibilities: Report to work as scheduled, complete all required documentation, and maintain all patient information confidentially

Bathing needs	Dressing/Undressing needs	Toileting/Incontinence needs
Catheter care	Repositioning of patient	Prepare meals
Mobility needs	Transferring needs	Eating/ Feeding needs
Vital Signs	Range of Motion	Use/teach use of special equipment
Medication reminders	Encourage patient in self-help	Supervise/assist/perform ADL's
Oral & Nail care	Basic personal hygiene	Proper documentation

Home Management Tasks:

Light housekeeping tasks for patients living area, kitchen, bathroom, bedroom, dusting, sweeping, mopping, vacuuming, laundry (patient laundry only), and sanitizing bathroom after patient care is complete, changing linens for patient.

Other duties and responsibilities may be required as given by the Agency Administration staff.

By signing below I am acknowledging that I have read and fully understand my responsibilities and job duties of a Certified Nurses Assistant.

Employee Signature _____ Date _____

Agency Rep. Signature _____ Date _____

Able Home Health Care, LLC.
Certified Nursing Assistant Skills Check

Name: _____

Date: _____

Please check your level of experience on the following skills listed below:

0=no experience 1=limited 2=confident 3=very confident

Certified Nursing Assistant Tasks	0	1	2	3
Bathing patient: tub, shower, bed, sponge (assist/give)				
Hair care: shampoo, brush comb				
Shaving male patient				
Oral care/ Denture care				
Skin care/ Nail care (do not cut)				
Catheter care/measuring intake/output				
Toileting/Incontinence care (diaper, BSC, bed pan, urinal)				
Dressing/undressing patient				
Mobility needs/ROM				
Transferring needs of patient				
Repositioning patient every 2 hours				
Vital Signs				
Medication monitoring & reminders				
Assisting patient with eating/feeding needs				
Prepare patient meals/snacks				
Use/teach use of special equipment				
Basic housekeeping tasks (mopping, sweeping, dusting, disinfect bathroom, etc.)				
Making bed (unoccupied/occupied)				
Use of correct hand washing techniques and Universal precautions				
Recognizing emergency situations and calling 911				
Encourage patient in self help				
Proper documentation				

I have observed the above individual demonstrate the proper techniques for the above listed skills, as well as answered and demonstrated how to perform any tasks the individual did not understand or know.

RN Signature & Date _____