

Supervisor: Director of Nursing / Assistant Director of Nursing

QUALIFICATIONS

1. Must be Certified Nursing Aide in good standing with the State
2. Must be able to read, write, and follow oral and written directions at a level necessary to accomplish the job.
3. Must be able to relate positively and favorably to residents and families and to work cooperatively with other associates.
4. Must be capable of maintaining regular attendance.
5. Must meet all health regulations

JOB SUMMARY

To provide non-professional direct resident care duties under the supervision of licensed nursing personnel, and to assist in maintaining a positive physical and psychosocial environment for the residents.

RESPONSIBILITIES AND DUTIES

1. Assist residents with activities of daily living including bathing, dressing, grooming, toileting, changing of bed linens, and positioning in and out of bed, chair, etc. Assist with resident recreation programs. Prepare residents for meals and snacks, assist resident in eating where needed and record food intake.
2. Read and follow care plans, reports changes in resident condition to nurse in charge; document care provision on resident record/flow sheets as required and report accidents and incidents; and provides nursing functions as directed by supervisor
3. Understands and follows safety and sanitation rules, and promptly reports any violations to supervisor.
4. Attend orientation and in-service as required.
5. Understands, complies with, and promotes all rules regarding resident's rights.
6. Promotes positive relationships with residents, visitors and government regulators, to include presenting a professional appearance and attitude.
7. Comply with policies, procedures and specific protocols for resident lifts and transfers as designated. Willingly seek help and assist others in lifting activities.
8. Utilize safety precautions as required for individual residents.
9. Use equipment in a safe manner.
10. Complete all assigned tasks.
11. Maintain an organized, neat, well stocked resident unit.
12. Follows Standard Precautions and OSHAQ Guidelines. Follows specific precautions (i.e. MRSA, contact, respiratory) as necessary.
13. Adhere strictly to resident confidentiality policies.
14. Preserve resident's dignity when providing care.
15. Demonstrate compliance with all resident rights; possess knowledge of Abuse Prevention policies and procedures.
16. Provide care in a kind, compassionate manner.
17. Support and provide opportunities for socialization of residents and active participation in daily activities at the level to which a resident is capable.
18. Use work time efficiently. Respect break and / or mealtime guidelines and telephone privileges.
19. Provide required advance notice for the purpose of schedule requests or when calling in sick.
20. Comply with scheduling guidelines.