



POSITION DESCRIPTION
Certified Nurse Aide (CNA)

Job Summary

In a home care agency, the Certified Nurse Aide (CNA) is a paraprofessional member of the home care team who works directly under the supervision and direction of the Director of Nursing, and provides various services for the client. The majority of the services provided for the client relate to personal care and the activities of daily living (ADLs).

Qualifications

- Must be at least eighteen (18) years of age with at least a High School Diploma / GED.
- At least one year of experience in the healthcare profession is strongly preferred.
- Must have a current CNA certification and a minimum of two (2) satisfactory references from previous employers.
- Must be able to physically tolerate standing, bending, stooping, and heavy lifting as it relates to client care.
- Must be able to read, follow written instructions and document the care provided to a client.
- Must demonstrate flexibility in acceptance of assignments and a cooperative attitude toward providing services.
- Must love to work with the elderly and demonstrate a caring and compassionate attitude at all times.

General Responsibilities

- Performs services for clients under the supervision of a Registered Nurse, who has created a written Plan of Care (POC) for each client.
- Assists client in all activities of daily living/hygiene assistance, bathing, grooming, linen changes, etc., as documented in the client's POC.
- Prepares nutritious meals within the client's diet and assists client with eating when necessary.
- Assists clients with transfers, ambulation and exercises under guidelines of the RN or PT when warranted and documented in the POC.
- Performs light housekeeping chores, which facilitates client's self-care in the home.
- Assists client in bathroom, with the use of the bedpan and performs incontinence care.
- Answers client's calls and attends to their requests promptly.
- Meets the safety needs of the client and uses equipment safely and properly.
- Completes records and carries out all assignments as required.
- Notifies Director of Nursing of any acute or pertinent changes in a client's condition.
- Communicates availability to work to the coordinator on a weekly basis or as requested.
- Maintains strict confidentiality regarding the client, their family, the services being provided and condition of the client.
- Performs all skills and procedures competently and within the policies of the agency, the regulations and licensing laws of the state, and other applicable federal and state laws.

This job description represents a list of the duties and responsibilities, and gives examples of the variety and general nature of this position for the Certified Nurse Aide. It is not intended that this description include every or all duties required to perform this position, nor is it intended that related duties may not be required.

Compensation and Benefits

Trusted Like Family Home Care, Inc. is an Equal Opportunity Employer, and offers flexible schedules and competitive compensation based on skills and experience. Part-time employees are eligible for benefits after meeting a minimum number of hours worked. These benefits include a monthly company payment towards the employee's health care premium, the opportunity to participate in a Dependent Care Flexible Spending Account, and the ability to join the company's 401k Plan. In addition, part-time employees who meet performance and eligibility criteria may qualify to earn quarterly bonuses.

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