


OROVILLE HOSPITAL

JOB DESCRIPTION

 Oroville Hospital	<b>Job Description for Certified Nurse Assistant</b>	Department:	<b>Medical / Surgical</b>
		Dept.#:	<b>6171, 6172, 6173</b>
		Last Reviewed:	05/08; 08/12
		Last Updated:	

**TITLE:** CERTIFIED NURSE AIDE

**DEPARTMENT:** MEDICAL/SURGICAL SERVICES

**REPORTS TO:** NURSE MANAGER

**I. POSITION FUNCTION**

Participates as part of the team of nursing staff delivering basic nursing care to patients of all ages, pediatric to geriatric.

**II. REQUIREMENTS**

- A. Current Certified Nurse Aide Certification.
- B. Current CPR certification required.
- C. Previous CNA experience in acute care preferred.

**III. LIFTING REQUIREMENTS**

A. Heavy: frequent lifting, not more than 100 pounds(with help) and/or carrying objects weighing up to 50 pounds.

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STANDARDS OF PERFORMANCE

POSITION TITLE: CNA in the Medical/Surgical unit

RESPONSIBILITIES	STANDARDS OF PERFORMANCE
<p><u>A. DEMONSTRATES RESPONSIBILITY IN THE CNA ROLE</u></p>	<ol style="list-style-type: none"><li>1. Complies with personnel policies.</li><li>2. Takes action based on constructive performance evaluations and feedback.</li><li>3. Takes responsibility for helping to meet own learning needs.</li><li>4. Maintains confidentiality when interacting with patients, families, personnel, and the public.</li><li>6. Responsible for maintaining current licenses/certificates on file.<ol style="list-style-type: none"><li>a. CPR</li><li>b. CNA</li><li>c. Completed skills list.</li></ol></li><li>7. Completes assignments, prior to end of shift.</li><li>8. Attends 75% of scheduled staff meetings.</li></ol>
<p><u>B. CONDUCTS AN ONGOING OBSERVATION DESIGNED TO GATHER DATA ON PATIENTS OF ALL AGES PEDIATRIC TO GERIATRIC</u></p>	<ol style="list-style-type: none"><li>1. Accurate observation recording and reporting of vital signs.</li><li>2. Accurate recording and reporting of I/O.</li><li>3. Accurate recording and reporting of weights.</li><li>4. Accurate recognition of a patient in acute distress and reporting of condition</li></ol>
<p><u>C. IN COLLABORATION WITH THE RN AND PATIENT FAMILIES, ASSISTS IN IMPLEMENTING A PLAN OF CARE</u></p>	<ol style="list-style-type: none"><li>1. Identifies and reports problems based on patient observations.</li></ol>
<p><u>D. EVALUATES THE OUTCOME OF NURSING CARE</u></p>	<ol style="list-style-type: none"><li>1. Evaluates patient's response to interventions and reports to charge nurse.</li></ol>
<p><u>E. ORGANIZES NURSING CARE FOR A GROUP OF PATIENTS</u></p>	<ol style="list-style-type: none"><li>1. Establishes priorities for patient care activities.</li><li>2. Provides basic nursing care for patients under supervision of licensed nurse.</li></ol>

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STANDARDS OF PERFORMANCE

POSITION TITLE: CNA in the Medical/Surgical unit

RESPONSIBILITIES	STANDARDS OF PERFORMANCE
<p><u>F. COMMUNICATES RELEVANT PATIENT INFORMATION</u></p>	<ol style="list-style-type: none"> <li>1. Reports changes in patient's status, to the charge nurse and staff caring for patient.</li> <li>2. Documents nursing care consistent with hospital charting standards.</li> <li>3. Orients patients and family to unit environment.</li> <li>4. Relates unit policy regarding visitors to family and friends.</li> <li>5. Gives accurate report to team leader.</li> <li>6. Reports extraordinary patient problems to Supervisor, or Administrator as necessary.</li> <li>7. Follows chain of command to resolve patient or employee problems.</li> </ol>
<p><u>G. POLICIES AND PROCEDURES</u></p>	<ol style="list-style-type: none"> <li>1. Complies with hospital policies procedures for selected precautions i.e. seizure, suicide.</li> <li>2. Assist in preparing patient for operating room.</li> <li>3. Uses principles of body mechanics in mobilizing patient or object.               <ol style="list-style-type: none"> <li>a. Asks for help when lifting heavy patients</li> </ol> </li> <li>4. Complies with unit policies for immobilization and restraints.</li> <li>5. Complies unit policies for electrical safety.</li> <li>6. Incorporates infection control principles in practice.</li> <li>7. Demonstrates skills related to the management of emergency situations.</li> <li>8. Complies with unit policy for cardio-pulmonary arrest.</li> <li>9. Demonstrates how to place STAT and Code 99 calls.</li> <li>10. States hospital DNR/DNI policy.</li> <li>11. Complies with policy regarding risk management.</li> <li>12. Assists with PI studies.               <ol style="list-style-type: none"> <li>a. Makes suggestions for studies</li> <li>b. Responds to corrective plans</li> </ol> </li> <li>13. Familiar with Med/Surg policy and procedure manual.</li> <li>14. Practices within scope of CNA certification.</li> </ol>