



**Arkansas Medical Staffing, LLC
CNA Job Description**

The job description statements are intended to describe the general nature and level of work being performed. They are not intended to be construed as an exhaustive list of all responsibilities, duties and skills required of personnel so classified.

WORKING RELATIONS

Position Reports to: Primary Nurse, Charge Nurse, Nurse Manager, Director of Patient Care Services

Position Supervises: None

Interpersonal Relationships: As a representative of Arkansas Medical Staffing, LLC, all comments, attitudes, actions, and behaviors have a direct affect on the facility's image and perceptions of quality service. Interaction with patients, families, physicians, referral sources, affiliating schools, visitors, volunteers, co-workers, supervisors, vendors, etc, must be in a manner that is friendly, supportive, courteous, respectful, cooperative and professional. This should promote an atmosphere of teamwork, this is congruent with Facility standards and guidelines to promote positive relations.

Populations Served: The position involves direct patient care, from newborn through geriatrics and a case by case basis. Age specific experience and/or special training as required by facility may be deemed as necessary.

Position Purpose: The Certified Nursing Assistant is responsible for performing direct patient care and patient care related activities as assigned and directed by a Registered or Licensed Nurse to meet identified patient outcomes and to achieve the goals of the facility.

Position Requirements:

Licenses or Certification: Successful completion of cardio pulmonary resuscitation (CPR) course. Certified Nursing Assistants license is required.

Total Education, Vocational, Training, and Experience: Completion of Health Care Assistant or related program, with successful testing with the registry. Experience is based on facility requirements.

Skills and Abilities

1. Ability to seek assistance as needed
2. Self directed within scope of job duties
3. Ability to understand and follow through with directions given related to patient care.
4. Must be well-groomed, patient, courteous, tactful, and pleasant.
5. Ability to communicate effectively with patients, families, co-workers etc.
6. Must be trustworthy and treat patient information as confidential.
7. To do the job as directed by each facility and there requirements

Machines/Equipment Used:

All patient care equipment, ie: patient lift, transfer boards, splints, wheel-chairs and beds, etc. Office equipment, Xerox, fax, and telephones.

Environmental Conditions: Indoors in climate controlled environment. Patient care environment with potential exposure to unpleasant odors, to blood/body fluids which may carry infection to infectious diseases and to chemical hazards. Occasional exposure to outdoor climate.

UNIVERSAL PRECAUTIONS: Universal precautions will be observed in order to prevent contact with blood or other potentially infectious materials. Under circumstances in which differentiation between body fluid types is difficult or impossible, all body fluids shall be considered other potentially infectious materials. All blood or other potentially infectious materials will be considered infectious regardless of the status. The category shown below is designed to communicate the risk of exposure for this particular position

Category 1

Tasks involve light contact with moist body substance, non-intact skin or mucous membrane. Department procedure is defined and requires use of minimum protective measures to perform task.

The employee must have the ability to perform essential functions without posing a "direct threat" in the work place.

Physical Requirements:

1. Good visual acuity
2. Ability to lift/transfer patients in excess of 100 pounds, which may require pushing, pulling, and essentially utilizing a full range of body movement.
3. Ability to stand, walk, stoop, crouch, and or crawl.
4. Ability to reach, grasp, use fine finger movement and feel fine sensation to discern temperature, texture, size and shape.
5. Ability to speak and hear.

I have read and understand this job description

Employee Signature

Date