



RETIREMENT COMMUNITIES | HEALTH SERVICES | FOUNDATION

## JOB DESCRIPTION

### Mission Statement

Wesley is a faith-based organization providing retirement communities and a network of services for older adults. With love and joy, we are called to meet the physical, social and spiritual needs of those we serve. We affirm the worth of all those we serve and those who provide service.

Job Title: Certified Nursing Assistant

Facility: various

Department: Nursing

Job Code: various

Supervisor: Nursing Team Leader (RN/LPN)

FLSA Status: Non-Exempt

EEO-1 Job Classification: Service Workers

### **JOB SUMMARY**

The Certified Nursing Assistant provides various care activities personal care for the residents in the Health Center. Primary responsibilities of the NAC Resident Assistant include but are not limited to bathing, showering, and feeding residents. The Nursing Assistant is expected to immediately answer call lights and assist residents to and from the bathroom/commode using appropriate transfer techniques, and/or Hoyer lift.

### **ESSENTIAL FUNCTIONS**

1. Patient care duties to include, personal care and hygiene, bathing, showering, incontinent care and feeding residents. Assisting residents to and from the bathroom using appropriate transfer techniques. Comfort measures to including positioning and proper alignment using pressure ulcer prevention techniques. Answering call lights and demonstrating proper use of wheelchairs, walkers, mechanical lifts and scales. Obtain and record resident vital signs and accurate weight.
2. General housekeeping duties to include maintaining residents' closets and drawers in an orderly fashion. Clean resident rooms and personal equipment (wheelchairs, walkers) as needed. Organize and sort resident laundry for easy pick-up. On bath day, washes complete bed and sanitize basins, toothbrushes and other bedside equipment.
3. Document all care provided to the resident in Point-Click-Care tracking system.
4. Assist residents to and from activities and may assist in the actual activity program when needed, to include passive or active patient exercises.
5. Work as a member of a team with the other staff by participating in interdisciplinary plan of care.
6. Recognize and report any change in resident's health status to the Nursing Team Leader.
7. Perform other duties as assigned.

## QUALIFICATIONS/REQUIREMENTS

### Education Background

- High school diploma or equivalent.
- Completion with a passing grade of an NAC training program.

- Licensure, Registration, Certification

- NAC License – WA State
- CPR Certification
- First Aid Certification
- Food Handlers Permit – WA State

- Special Training/Skills

- Effective communication skills, both verbal and in writing.
- Ability to read and write in English to accomplish charting, record keeping, and to comprehend written orders and procedures.
- Displays a personable/comforting personality to care for the residents.

- Work Experience

- Prior SNF experience.
- Prior work functioning as an NAC.

- Physical Demands

- Ability to give direct patient care, including participating in lifting, transferring, positioning, and assistance of resident with walking or in wheelchairs.
- Able to lift 50lbs on a regular basis.
- Ability to work and function in high congested areas.
- Ability to use a computer keyboard or touch screen to document resident records.

## INFECTIOUS RISK CATEGORY

**HIGH RISK:** Likely to have frequent occupational exposure with patient's blood or other body fluids. May require protective equipment to be worn during some aspects of direct patient care.

**SOME (COVID-19) RISK:** Possible occupational exposure to residents or clients with COVID-19. May require personal protective equipment (PPE) to be worn during some aspects or seasons of job.

I have received, read and understand the above job description and can perform the essential functions of the job with or without reasonable accommodation. In the event I need future reasonable accommodation(s) it is my responsibility to submit that request in writing to Human Resources for review.

Employee Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Date Created: 6/1992

Date Revised: 1/1999, 1/2007, 11/2008, 6/2014, 7/2020