



JOB DESCRIPTION/ESSENTIAL JOB FUNCTIONS

POSITION TITLE: CNA/PCA

POSITION SUMMARY:

The certified nurse assist/PCA is a member of the home care team who works under the supervision of a registered Nurse and performs various personal care services as necessary to meet the client's needs.

POSITION REQUIREMENTS:

1. Meets the training requirements in accordance with State and Federal laws when applicable
2. Ability to read, write and follow written instructions and document care given
3. Possess and maintains current CPR certification in accordance with State Regulations
4. PPD or chest x-ray if applicable
5. Successful completion of agency's screening examinations with a score 80% or greater

RESPONSIBLE TO: Director of Clinical Operations and/or Clinical Supervisor and/or RN

PERFORMANCE STANDARDS:

Responsibilities of the CNA/PCA include but are not limited to the following:

- Baths
- Backrubs
- Oral hygiene
- Shampoos
- Changing bed linen
- Assisting clients with dressing and undressing
- Skin care to prevent breakdown
- Assisting the client with toileting needs
- Keeping client living area clean and orderly, as appropriate
- Planning and preparing nutritious meals
- Assisting in feeding the client, if necessary

- Taking and recording oral, rectal and axillary temperatures, pulse, respiration and blood pressure when ordered (with appropriate completed/demonstrated skills competency)
- Assisting in ambulation and exercise according to the plan of care
- Medication reminders
- Doing client laundry
- Meeting safety needs of the client and using equipment safely and properly
- Reporting of client's condition and significant changes to the supervising nurse
- Adherence to agency documentation and care procedures and standards of personal and professional conduct

Employee Signature

Date:

Agency Representative:

Date: