

**Job Title/Position:** *Nurse Assistant*

**Reports To:** *Clinical Supervisor*



## **JOB DESCRIPTION SUMMARY**

The nurse assistant is a paraprofessional member of the home care team who works under the supervision of a registered nurse or therapist and performs various services for a patient as necessary to meet the patient's personal needs, to promote the patient's comfort, and a safe environment. The nurse assistant is responsible for observing patients and reporting/documenting these observations and the services provided.

## **ESSENTIAL JOB FUNCTIONS/RESPONSIBILITIES**

Responsibilities of the nurse assistant include, but are not limited to, the following:

1. Provident personal care including:
  - A. Baths
  - B. Back rubs
  - C. Oral hygiene
  - D. Shampoos
  - E. Changing bed linen
  - F. Assisting the patient with dressing and undressing
  - G. Skin care to prevent breakdown
  - H. Assisting the patient with toileting activities
  - I. Keeping patient's living area clean and orderly
2. Planning and preparing nutritious meals.
3. Assisting in feeding the patient, if necessary.
4. Taking and recording oral, rectal and axillary temperatures, pulse, respiration and blood pressure when ordered (with appropriate completed/demonstrated skills competency).
5. Assisting in ambulation and exercise according to the plan of care.

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6. Performing range of motion and other simple procedures as an extensional therapy service as ordered (with appropriate completed/demonstrated skills competency).
7. Assisting patient in the self-administration of medication.
8. Doing patient's laundry, as appropriate.
9. Meeting safety needs of patients and using equipment safely and properly (foot stools, side rails, etc.)
10. Reporting on patient's condition and significant changes to the assigned supervisory nurse.
11. Adhering to the Organization's documentation and care procedures and standards of personal and professional conduct.

The above statements are only meant to be a representative summary of the major duties and responsibilities performed by incumbents of this job. The incumbents may be requested to perform job related tasks other than those stated in this description.

## **POSITION QUALIFICATIONS**

1. One-year experience in hospital or nursing home setting.
2. Completed recognized nurse assistant training program desired.
3. At least 18 years of age and is a high school graduate or equivalent.
4. Ability to read and follow written instructions and document care given.
5. Displays initiative and able to work with minimal direct supervision.
6. Empathy for the needs of the ill, frail, and impaired.
7. Demonstrates tact, patience, and good personal hygiene.
8. Licensed driver with automobile that is insured in accordance with the Organization requirements and is in good working order.
9. Possess and maintain valid CPR certification, if required.

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Employee Signature

Date