



**ELMBROOK
MANAGEMENT COMPANY**

1908 12TH AVENUE NW, SUITE E ARDMORE, OKLAHOMA 73401
(580) 226-3055 WWW.ELMBROOKHOMES.COM

JOB DESCRIPTION

CERTIFIED NURSE ASSISTANT

The Certified Nurse Assistant (CNA) is responsible to provide direct, hands-on care to residents to ensure residents attain or maintain the highest possible physical, mental and emotional well-being possible for each resident without declines in status unless the decline is documented as unavoidable. Elmbrook Management is committed to providing care that recognizes each resident's emotional, physical and spiritual needs beyond the traditional nursing policies and procedures. The CNA reports directly to the Staff Nurse.

Job Summary

The Certified Nurse Assistant provides care to residents as established in Elmbrook Management's policies and procedures, current standards of care and practice and applicable state/federal regulations. In addition, the CNA is responsible for handling tasks which may involve exposure to visible blood contamination or reasonably anticipated blood contamination in compliance with the OSHA's Bloodborne Pathogen Standard and Elmbrook Management's Exposure Control Plan for Bloodborne Pathogens.

Physical Requirements:

This job requires good physical and mental health. Physical activities may include lifting, rotating and assisting residents who are partially or totally dependent for moving about. Other physical requirements of the CNA include stooping, bending, standing and walking most of an eight hour shift. Must be willing and able to work a flexible shift.

Qualifications/Education:

Must have completed an approved training program and passed competency examinations in clinical skills and written knowledge in accordance with statutory requirements for Certified Nurse Assistant. If the employee is a candidate for Certified Nurse Assistant they must be enrolled in and complete an approved training program and pass competency examinations in clinical skills and written knowledge within 120 days of employment in accordance with statutory requirements.

Job Knowledge:

The Certified Nurse Assistant must possess comprehensive knowledge of good resident care practices. The C.N.A must understand Elmbrook Management's Exposure Control Plan and must be able to explain how to perform procedures involving exposure to visible blood contamination and when to defer tasks and procedures involving exposure to visible blood contamination and reasonably anticipated blood contamination as designated in the Elmbrook Management's Exposure Control Plan.

1. Understands and agrees with Elmbrook Management's philosophy and goal to maintain, improve and/or enhance each resident's quality of care and quality of life.

2. Provides, completes and documents, if applicable, resident care as assigned in a timely and accurate manner. Examples of resident care include but are not limited to:
Changing bedding, mattresses and/or moving furniture in resident rooms; lifting, rotating and assisting residents who are partially or totally incapacitated; providing personal care in eating, dressing, hair and body care, communication, toileting, bathing, oral care, etc.; operating equipment such as wheelchairs, lifting devices, mechanized beds and other related medical devices; and other duties as assigned in the resident's overall plan of care.
3. Identifies safety hazards and emergency situations and initiates corrective action immediately as identified in Elmbrook Management's policies and procedures, current standards of care and practice and applicable state/federal regulations.
4. Attends and participates in facility in-service training programs. Completes any assignments or evaluations in a timely and factual fashion.
5. Practices good infection control techniques in all aspects of resident care, including, but not limited to hand washing, linen handling, Foley catheters, soiled resident clothing, etc. Reports any signs or symptoms of infections or poor infection control practice by others to the Staff Nurse as identified.
6. Reports changes in resident's condition immediately to the Staff Nurse.
7. Responds to requests from residents for assistance in a respectful and timely fashion. Answers call lights promptly.
8. Observes residents' rights including, but not limited to, privacy, dignity, etc., when rendering care to residents as required by Elmbrook Management's policies and procedures, current standards of care and practice and applicable state/federal regulations.
9. Uses facility or resident equipment and supplies in an appropriate manner. Reports concerns or requests assistance as indicated.
10. Communicates suggestions or concerns from residents, other staff, visitors or others to the Staff Nurse in a timely, factual and accurate manner.
11. Practices good body mechanics during lifting and other physical exertions to prevent injuries to self or to others. Observes all safety precautions as required in Elmbrook Management's policies and procedures.
12. Assists residents to social functions or to meals in a timely manner as assigned by the Staff Nurse or as indicated in the overall plan of care.
13. Participates in the orientation of new or temporary staff to the unit to assure continuity in the delivery of resident care.
14. Seeks assistance from the Staff Nurse when confronted with a resident problem that requires special attention.
15. Provides restorative care to residents as assigned by the Staff Nurse or as indicated in the overall plan of care to include, but not be limited to, range of motion, ambulation, positioning, toileting and others.
16. Promotes and encourages social interactions from residents during meals, during direct care and at other times as appropriate.
17. Supports, maintains and assists with projects related to the Activity Programs of the facility.
18. Performs other duties and functions as assigned by the Staff Nurse.