



JOB DESCRIPTION

Position Title: CNA
Department: Nursing
Reports To: CNO
Date Revised: 09.30.2015
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DESCRIPTION OF POSITION

Under the direction of a licensed nurse, responsible for the completion of assigned tasks in the general care of patients, and assisting nurses and other medical personnel in meeting the total care needs of the patient.

The above statement is intended to describe the nature and level of work being performed. It is not an exhaustive list of all responsibilities, duties, and skills required of personnel so classified.

EDUCATION BACKGROUND AND EXPERIENCE

- Current Washington State Nursing Assistant certification.
- One (1) year experience as a CNA in a health care setting, preferably a hospital.
- Ability to work with all types of people in a caring, compassionate manner.

REQUIRED KNOWLEDGE AND SKILLS

Supports hospital mission and strategic vision; manages hospital resources appropriately; complies with hospital policies and programs; maintains skill levels, licenses, and certifications; complies with all state and federal Compliance and HIPAA requirements; keeps lines of communication open between self and other hospital personnel; competent with computer programs; proper telephone etiquette and appropriate personal interaction; shows professional respect and courtesy to patients, families, physicians or colleagues; must be able to work well with others.

ESSENTIAL JOB FUNCTIONS

1. Answers call lights to determine patient needs.
2. Bathes, dresses and undresses patients.
3. Serves and collects food trays and feeds patients requiring help.
4. Transports patients to treatment units using wheelchair or walker, or assists them to walk.
5. Drapes patients for examinations and treatments and remains with patients, performing such duties as holding instruments and adjusting lights.
6. Dusts and straightens patient rooms.
7. Changes bed linens, runs errands, directs visitors and answers telephone.
8. Takes and records temperature, weight, blood pressure, pulse and respiration rates, and food and liquid intake and output as directed.
9. Turns and positions patients, and applies restraints under supervision of licensed nurse.
10. Collects urine and stool specimens for guiac and performs tests.
11. Performs proper isolation, infection control and universal precautions.
12. Performs range of motion exercises on patients.
13. Assists in Emergency Room during CODE or as a runner for extra supplies.
14. May apply compresses and hot water bottles.
15. May bathe, weight, dress and feed newborn infants.
16. Takes newborn's vital signs.
17. Able to safely perform patient transfers.
18. Will inform RN of any changes in vital signs, patient condition, and needs.
19. Will accurately and completely document vital signs, weights, activities, and daily care.

PHYSICAL REQUIREMENTS

Position Title: CNA

	Never (0%)	Seldom (1%-10%)	Occasionally (11%-33%)	Frequently (34%-66%)	Continuously (67%-100%)
Sitting					
Standing					
Walking					
Bending/ Stooping					
Crawling					
Twisting					
Squatting/ Kneeling					
Climbing (Stairs/Ladders)					
Lifting 25 lbs.					
Carrying 25 lbs.					