



Kansas City (913) 262-3100

Topeka (785) 291-2900

## Certified Nurse Aide

The certified nurse aide is a member of the health care team who provides personal health care services for clients under the supervision of the Nursing Coordinator as per agency policy.

### **Qualifications:**

- Must have a certificate indicating successful completion of a state approved certified nurse aide training course and examination;
- Must be able to read, write, carry out directions, and demonstrate good verbal and written communication skills;
- Must have reliable form of transportation;
- Valid driver's license, preferred.

### **Job functions:**

- Perform personal care activities as directed by a supervisory registered nurse or licensed practical nurse. This shall not include acts beyond the scope of the Kansas nurse aide training guidelines.
- Perform personal care services including assistance with: personal hygiene; dressing; skin care; repositioning in bed; toileting; ambulation; eating; measuring temperature, pulse, respirations, and blood pressure; and monitoring fluid intake and output under the supervision of the RN Supervisor.
- Complete appropriate medical record documentation of services provided as required.

### **Employee Responsibilities:**

- Report to each assignment on time as scheduled, and remain for the duration of the assignment. Provide transportation for self.



Kansas City (913) 262-3100

Topeka (785) 291-2900

## Certified Nurse Aide, cont'd

- Utilize good personal hygiene and grooming habits, and comply with the agency dress code at all times.
- Be familiar with and comply with agency policies during assignments.
- Perform acts only for which you are qualified; practice safely and competently within job description.
- Maintain a safe and clean working environment.
- Utilize proper body mechanics during client assistance.
- Adhere to universal precautions and infection control procedures.
- Demonstrate courteous, cooperative and respectful behavior; and provide for client's privacy and confidentiality.
- Report any indication of client abuse to immediate supervisor.
- Complete all required training(s) as directed by agency policies.

**I have read and understand the above job description of Certified Nurse Aide.**

Applicant Signature: \_\_\_\_\_

Date: \_\_\_\_\_

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

Date: \_\_\_\_\_