

	Berks County Home-Berks Heim		
	TITLE: NURSING ASSISTANT		#1101-115
	<input type="checkbox"/> POLICY <input type="checkbox"/> PROCEDURE <input checked="" type="checkbox"/> JOB DESCRIPTION <input type="checkbox"/> OTHER	PREPARER STAFF DEVELOPMENT DIRECTOR & PERSONNEL COORDINATOR <hr/> A/R JGF	EFFECTIVE: 12-1983 REVISION 06-2001 REVIEWED
DISTRIBUTION: ADMINISTRATION, NURSING, STAFF DEVELOPMENT, PERSONNEL			

JOB

Nursing Assistant

GENERAL STATEMENT OF DUTIES

The Nursing Assistant provides resident care under the direction of the Charge Nurse and assists the nursing team in maintaining the nursing and resident units.

DISTINGUISHING FEATURES OF THE CLASS

Nursing Assistants provide for the physical care and psychosocial needs of the residents. The Nursing Assistant treats residents with respect, maintains resident confidentiality and utilizes standard precautions at all times while carrying out assigned duties.

EXAMPLES OF WORK (Illustrative only)

- Provides personal care such as baths, showers, oral hygiene, hair care, skin care, nail care, monitoring intake and output, toileting, etc.
- Assists in serving and feeding residents.
- Assists with restorative nursing procedures: range of motion, transferring, positioning, etc.
- Assists the resident to the bathroom as necessary.
- Answers call lights promptly and provides or obtains the necessary care.
- Observes and reports unusual symptoms, changes, accidents, injuries and unusual behavior to the Charge Nurse.
- Applies and releases ordered restraints in a safe manner.
- Assists in moving, supporting, and transporting residents. Using the resident lift when indicated to transfer residents.
- Encourages residents to participate in physical, social and recreational activities.
- Assists in maintenance of belongings and immediate environment of residents.
- Takes vital signs and reports any changes to the Charge Nurse.
- Records all aspects of personal care including bathing, food intake, ambulation activities, elimination and vital signs.

REQUIRED KNOWLEDGE, SKILLS, AND ABILITIES

- Eighteen years of age;
- Ability to speak, read, write, and understand English fluently, to understand and carry out oral and written directions;
- Have good physical health and be willing and able to be on their feet and active during the entire work shift.
- Ability to work with others as a member of the healthcare team.
- Must have a Criminal History Record Information (CHRI) check without prohibitive offenses as cited in ACT 14.
- Must have documentation of completion of a state approved Nursing Assistant training and evaluation program.
- Must be a member in good standing of the Pennsylvania Department of Health Nursing Assistant Registry.

JOB SUPERIOR

Charge Nurse