# **Certified Nursing Assistant Job Description**

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## **Job Summary**

A Certified Nursing Assistant (CNA) plays a vital role in healthcare facilities by offering essential assistance to the healthcare team and helping ensure efficient operations. CNAs perform day-to-day patient care tasks, from assisting with activities of daily living (ADLs) like toileting, grooming, and eating, to measuring vital signs such as blood pressure. They maintain a clean and safe patient environment to promote well-being in long-term care or nursing care settings.

## **Responsibilities**

### **1. Direct Patient Care**

* Vital Signs Monitoring: Measure and record vital signs like blood pressure, temperature, pulse rate, and respiration. Report significant changes to the nursing staff.
* Activities of Daily Living (ADLs): Assist with ADLs like bathing, grooming, eating, and personal hygiene while maintaining dignity and comfort.
* Mobility Support: Safely transfer patients between beds and wheelchairs, using proper techniques to minimize injury risks for both patient and CNA.
* Wound Care Assistance: Support registered nurses in wound care, ensuring wounds are cleaned, dressed, and monitored per guidelines.
* Rehabilitation Assistance: Help patients perform rehabilitation activities to promote strength and mobility.

### **2. Clinical Support**

* Medical Procedures Assistance: Assist nursing staff and medical staff during minor medical procedures, providing essential supplies and support.
* Sanitation and Equipment Maintenance: Prepare and sterilize medical equipment, maintaining a hygienic patient environment by changing linens and disinfecting surfaces.
* Medical Documentation: Maintain accurate patient information by recording treatments and responses to care in electronic health records.

### **3. Emotional and Communication Support**

* Patient Interaction: Foster positive relationships with patients, reducing anxiety and helping them understand treatment plans and dietary guidelines.
* Family Liaison: Communicate with family members to provide updates on care plans and offer guidance to support the patient's health journey.

### **4. Administrative Coordination**

* Appointment Management: Schedule follow-up appointments to ensure continuity of care.
* Inventory Management: Monitor supplies, maintaining stock for routine patient care while avoiding wastage.

## **Requirements and Skills**

* Proven work experience in a CNA position or similar patient care role.
* CNA certification is required.
* Proficiency in patient care techniques, including taking vital signs and providing mobility support.
* Understanding of medical terminology and healthcare practices.
* Communication skills and interpersonal abilities.
* Attention to detail and adherence to safety protocols.
* Ability to stay organized, prioritize tasks, and handle physically demanding activities.

## **Education, Experience, and Licensing Requirements**

* High school diploma or GED equivalent.
* State-approved CNA training program certification is required.
* CPR and BLS certifications are advantageous.
* Prior experience in nursing homes, home care, or other care facilities is preferred but not mandatory.