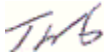


# Lutheran Services Carolinas

## Job Description

**Job Title:** Certified Nursing Assistant (CNA)  
**Supervisor (title):** Director of Nursing or Health Services Coordinator,  
or Executive Director (depending on location)  
**Department:** Nursing  
**Approved by:**  **Date:** 07/29/19

**Position Purpose/Summary** The primary purpose of the Certified Nursing Assistant (CNA) is to provide residents, clients, or participants with routine daily nursing care and services in accordance with the resident's assessment and care plan, and as may be directed by nursing supervisors.

**Level II Certified Nursing Assistants** provide nursing care specific to the Board of Nursing Level II Nurse Aide training and competency evaluation program for the State of North Carolina. Level II tasks are noted in an addendum to this job description.

### Essential Functions

1. Provide resident-centered care in accordance with resident's preferences and care plan. Ensure residents are treated with kindness, dignity, and respect. Answer call lights, when applicable, as promptly as possible.
2. Assist residents with ADL care, including mouth care, eye and ear care, bathing, dressing, grooming, nail care. Assist with toileting, perineal care, and incontinence care as indicated. Change bed linens as necessary and as assigned.
3. Assist with meals, including serving and set up of meal trays, assisting with feeding, preparing, and serving thickened liquids, as indicated. Pass snacks and fresh ice water as assigned and as needed.
4. Assist with ambulating, transferring, lifting, turning, and repositioning following established policies for safe lifting and in accordance with the resident's ability and care plan. Demonstrate proper use of lift equipment per manufacturer's guidelines and facility protocols.
5. Document as instructed utilizing the electronic medical record system, when applicable.
6. Complete the following tasks as assigned and as specified by certification and level of care, including taking vital signs, providing catheter care, applying TED hose, weighing and measuring residents, collecting specimens, providing range of motion exercises and other restorative procedures, as indicated, providing care to dying or deceased residents.
7. Report changes in resident's condition timely and appropriately. Report possible abuse or crimes against a resident immediately.
8. Report any exposure to blood borne pathogens and hazardous chemicals; report near-miss accidents and accidents with or without injury as soon as possible to supervisor.

9. Apply restraints, bed rails, and positioning devices only as ordered.
10. Follow skin care protocols and preventative measures to prevent skin breakdown. Immediately notify supervisor of open areas, redness, or other changes in skin condition.
11. Follow established infection control guidelines and standard precautions, including proper hand washing and use of personal protective equipment.
12. Complete training requirements as assigned. Maintain required continuing education credits to keep certification current per State and Federal regulations and requirements.
13. Assist with transportation to life enrichment activities and participate in care plan or other family conferences as indicated.
14. Complete other duties as may be necessary for the orderly operation of the facility or program.
15. Reflect LSC's mission, vision, values and customer service standards in daily interactions.

**Supervisory Responsibilities, if any: None**

**Qualifications (Minimum Job Requirements):** *The requirements listed below are representative of the knowledge, skill, and/or ability required for the job:*

Education: Must possess at minimum a 10<sup>th</sup> grade education.

Experience: No experience required.

Specialized knowledge, licenses, etc.: Must be certified in the state of North Carolina and complete continuing education as required to maintain certification.

**Working Conditions/Physical Requirements:**

1. Physical exertion involving pushing, pulling, and lifting up to 35 pounds; and occasionally lifting weights up to 50 pounds.
2. May require prolonged standing and/or walking during which time objects are transported.
3. May require occasional bending, squatting, or reaching repeatedly.
4. Able to assist in the repositioning and transferring of individuals of varying weights following established safe lifting procedures.
5. Ambulatory throughout the facility.

This job description is not an employment contract. Lutheran Services Carolinas reserves the right to alter the job description at any time without notice.

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Employee Signature

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Date

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Supervisor Signature

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Date

***Employee signature constitutes employee's understanding of the requirements, essential functions and duties of the position.***