

**CLASS TITLE: CERTIFIED NURSING ASSISTANT**

**Class Code: 02152600**

**Pay Grade: 13A**

**EO: E**

**CLASS DEFINITION:**

**GENERAL STATEMENT OF DUTIES:** To perform a variety of work involving direct care and treatment to patients and exercising custody and supervision of patients consistent with nursing care and special treatment plans. Performs related work as required.

**SUPERVISION RECEIVED:** Works under the supervision of a superior by whom routine work assignments are outlined; specific instructions are given with each new or unusual assignment; work is subject to review in process and upon completion for conformance with standards of care, policies, procedures, and instructions.

**SUPERVISION EXERCISED:** Usually none.

**ILLUSTRATIVE EXAMPLES OF WORK PERFORMED:**

To perform a variety of duties involved in providing direct care and treatment to and supervision and custody of patients consistent with nursing care and special treatment plans.

To provide simple treatments, such as bandaging and administering enemas; assists a nurse in providing other minor treatments.

To provide personal care to patients, including baths, mouth care, perineal care, toiletry, hair care, and shaving.

To lift and transfer patients to and from beds, chairs, stretchers, tubs; utilizes correct body mechanics, and personal safety techniques.

To make ward rounds and observe each patient's condition; reports unusual occurrences and irregularities to a superior.

To measure and record patients' temperature (oral, rectal, axillary), pulse, respirations, height, weight (wheelchair, standard scale) and intake and output.

To collect and label specimens.

To transport/escort patients; assists with a variety of exercise, and recreational patient activities.

To maintain cleanliness and safety of the patient's immediate environment; makes and changes beds, cares for patient's clothing and personal effects.

To recognize and implement a full range of infection control and disease prevention measures, including TB, bloodborn pathogens, standard and isolation precautions.

To antiseptically clean toilets, bedpans, and other equipment used in the care and treatment of patients.

To use comfort, safety, and restraint devices as required by policy.

To provide patients with basic range of motion exercises.

To assist in providing food service for patients; feeds patients who require such assistance.

To collaborate with professional staff and contributes to treatment planning and quality assurance activities

To perform related work as required.

**REQUIRED QUALIFICATIONS FOR APPOINTMENT:**

**KNOWLEDGES, SKILLS AND CAPACITIES:** A working knowledge of the practices involved in patient care, including those relating to first aid, housekeeping, personal needs, minor treatments and infection control and an ability to effectively apply this knowledge to the care, treatment and custody of patients; the capacity to recognize the uniqueness of each patient and the ability to apply the principles of preventive, restorative, and rehabilitative care in performing patient care; the ability to perform a variety of routine hospital tasks involved in the care and custody of patients; the ability to understand and carry out simple oral and written instructions; the ability to maintain simple records; and related knowledge, skills, abilities, and capacities.

**EDUCATION AND EXPERIENCE:**

Education: Sufficient to ensure the ability to read, write, and speak English; and

Experience: Training or employment involving the opportunity to gain familiarity with routine hospital or clinical patient care procedures.

Or, any combination of education and experience that shall be substantially equivalent to the above education and experience.

**SPECIAL REQUIREMENT:** At the time of appointment must be registered as Nursing Assistant by the Rhode Island Department of Health per the General Laws of Rhode Island, and must maintain such registration as a condition of employment.

Class Revised: April 27, 1997

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