



## AN EXTRA HAND HOMECARE

### CNA Job Description

<b>Job Title:</b>	Certified Nurse Aide	<b>Company:</b>	AN EXTRA HAND HOMECARE
<b>Department/Group:</b>	Non-Clinical	<b>Job Category:</b>	Non-Medical Home Care
<b>Location:</b>	Georgia	<b>Travel Required:</b>	Within 50 mile radius
<b>Level/Salary Range:</b>	(\$ )per-hour	<b>Position Type:</b>	PRN
<b>HR Contact:</b>	Staffing Coordinator	<b>Date Applied:</b>	
<b>Will Train Applicant(s):</b>	Must Have Experience	<b>Posting Expires:</b>	Unknown

#### Applications Accepted By:

##### FAX OR E-MAIL:

Phone Number or [EMAIL](#)

Subject Line: CNA (PRN) Home Care

**Attention:** Staffing Coordinator

#### Job Description

##### ROLES AND RESPONSIBILITIES

- Ambulation, transfer, and positioning of clients.
- Assist with bathing, grooming, shaving, dental care, dressing and eating.
- Knowledge of Basic First Aid and CPR.
- Meet client's special needs as it relates to:
  - Home management
  - Home safety & sanitation
  - Infection control in the home
- Medically related activities including:
  - Taking vital signs
  - Proper nutrition
- Implement current Certified Nurse Aide services
- Ensure Service Plans of Care are discussed with An Extra Hand HomeCare supervisor on a regular basis.
- Ensure client assignments and reports are received from An Extra Hand HomeCare supervisor.

##### QUALIFICATIONS AND EDUCATION

- Requirements
- High School Diploma or GED required
- Certified Nurse Aide Certification required through successful completion of an approved program.
- One year-full time experience in personal care or an institutional setting, such as a hospital or nursing home, or one-year full-time experience within the last five years in direct client care in a home care agency setting; or

An Extra Hand HomeCare

Tel: (404) 245-0497

Fax: (404) 521-4903

Email: [anextrahandhomecare@gmail.com](mailto:anextrahandhomecare@gmail.com)

- Evidence of sympathetic attitude toward elderly care
- Demonstrated ability to read, write and carry out directions.
- Evidence of maturity and ability to deal effectively with job demands.
- Must have good verbal and written communication skills.
- Attend eight (8) hours of personal care-oriented services per year.
- Participate in professional meetings when directed.
- Ability to work closely supervised to ensure competence in providing client care.
- Must have a criminal history check conducted prior to being offered a position with the agency

**PHYSICAL DEMANDS**

- Sufficient visual and hearing ability to comprehend written and verbal communication.
- Ability to:
- Perform tasks involving activity which may include heavy lifting and extensive bending and standing.
- Deal effectively with stress.
- Work assigned hours per week.
- Bend and stand an average of six (6) hours per day.
- Lift up to 50+ pounds.
- Write up to 3 hours per day.
- Work in a stressful environment.
- Drive up to 50+ miles per day.
- Assess and communicate with ill clients, co-workers and general public.
- Must be neat in appearance and practice good personal hygiene.

**MAY BE HIRED BY THE AGENCY IF THE FOLLOWING CONDITIONS HAVE BEEN MET:**

- The Certified Nurse Aide is expected to pass the competency examination with a score of 80% or better. The content of the competency evaluation of the Agency will include but not limited to (if applicable):
- Communication skills.
- Observation, reporting and documentation of a client's status and the care or service furnished.
- Reading and recording of temperature, pulse, respiration and blood pressure.
- Basic infection control procedures and instruction on universal precautions.
- Basic elements of body functions and changes in body function that must be reported to the Supervisor.
- Maintenance of a clean, healthy and safe environment.
- Recognize emergencies and knowledge of emergency procedures.
- Understand the physical, emotional and developmental needs of the populations served by the agency including the need for respect for the client and his or her privacy and property.

<b>Employee Signature:</b>		<b>Date:</b>	
<b>Approved By:</b>		<b>Date:</b>	