

## Sample CNA Job Description

### Brief Job Summary:

Assist nurses (RN or LPN) in providing the activities of daily living.

### Typically Reports To:

Nurses and Director of Nursing

### Qualifications:

- Successfully complete a state-approved nurse aide-training program.
- Must understand English both written and spoken.
- Must have current certification from State of Tennessee
- Must be able to safely and successfully perform job-related functions, with or without reasonable accommodation required by federal, state, or local law.

### Main Functions:

- Care for multiple residents in the facility.
- Observe Resident Rights
- Provide personal care and assistance with activities of daily living.
  - Bathing; Dressing
  - Feeding; Pass and pick-up food trays; Serve nourishments; keep record of intake and output
  - Transfer to and from bed or chair or other locations within the facility
  - Assist to and from toilet
  - Keep incontinent residents clean
  - Monitor and record bowel movements
  - Pass and empty bedpans, urinals, and emesis basins; Collect specimens such as urine, stool, and sputum
  - Reposition residents in bed or chair
  - Assist with personal and dental hygiene
  - Assist in ambulation
  - Make beds; Change linens
  - Answer call bells and make rounds
  - Provide Post Mortem Care
  - Take and record vital signs; Measure and record height and weight
  - Record Activities of Daily living on flow sheets
  - Observe residents and note physical condition, attitude, reactions, appetite, etc. and report any changes to the nurse.
  - Use safety devices and standard precautions to prevent the spread of infection and disease
  - Monitor dining room during mealtimes as scheduled.
  - Evacuate residents in an emergency, according to fire and evacuation policy.

### Additional Functions:

- Assist nurse with admitting, transferring, and discharging residents
- Assist nurse in giving treatments and examining residents
- Assist with restorative and rehab care with proper instruction and supervision

### Notable Functions:

- Come to work as scheduled and consistently demonstrate dependability and punctuality.

### Equipment Used:

- Stethoscope, blood pressure cuff, scale, tray, carts, hoyer lift, whirlpool tub, wheelchairs, walkers, canes, charts, linens, towels, standard precautions (gloves, goggles, mask, aprons), thermometers, urinals, bed pans, commodes, and personal hygiene supplies.