



The Esquiline
A Life Plan Community at the Shrine

The Esquiline | Certified Nursing Assistant

726 Community Dr. Belleville, IL 62223 | 618.394.6400 | www.TheEsquiline.org

Job Title: Certified Nursing Assistant
Department: Nursing Services
Supervised by: Licensed Nurse
Supervises: n/a
FLSA Status: Non-exempt

Our Operational Vision Statement: *Changing the face of aging by honoring residents, empowering staff and partnering with the community.*

Position Summary

The Certified Nursing Assistant (CNA) under the clinical supervision of the Licensed Nurse, functions as a member of the nursing team to provide direct care for residents living in The Esquiline. The CNA will have knowledge and understanding of policies and procedures involved in providing personal care to the residents, as well as in the use of equipment and supplies for resident care. The CNA will understand and practice basic standard precautions, and exposure control regulations to avoid infection of self, residents, and other staff. In conjunction with CNA duties, the nursing assistant will maintain good housekeeping standards within the assigned duty area.

The CNA will be compassionate and caring with interest in making a difference the lives of our residents and their families while cultivating the operational vision– *changing the face of aging by honoring residents, empowering employees and strengthening community partnerships*. This is a fulfilling yet formidable and challenging role with the following key responsibilities:

Provides personal care assistance to residents with their activities of daily living following the resident's preferences and plan of care as supervised by the licensed nurses:

- Possesses a passion and enjoys working with older adults.
- Bestow meaning and purpose to the resident's life at whatever level of participation the resident can contribute.
- Anticipate and identify needs of a resident in a timely manner.
- Ensure resident's needs are being met. Listen to residents and families to identify concerns or gaps in care being provided.
- Communicate with the licensed nurses or ancillary staff resident needs or concerns not being addressed.
- Assumes responsibility and accountability for work assigned and completed by accurate documentation and team member report.

Using principles of Culture Change and person-directed care, ensure compliance with safety of residents and acts as good steward with equipment and supplies:

- Complies with safety policies/procedures to ensure safe practices for residents, team members, self and visitors.
- Uses good body mechanics while on duty.
- Follows infection control policies including hand hygiene and appropriate use of personal protective equipment.
- Maintains residents in isolation when assigned by licensed nurse.
- Participates and completes mandatory trainings as required for community licensure.
- Alert to and reports safety incidents, concerns or hazards to appropriate person as indicated.

Fosters, participates, and is knowledgeable of The Esquiline mission and values embodied in our Christian traditions and culture:

- Respects resident rights and the dignity of all persons.
- Observes confidentiality of residents by using HIPAA (Health Insurance Portability and Accountability Act) guidelines.
- Responds to all persons in a courteous, patient, and caring manner.
- Communicates effectively in a positive and helpful manner.
- Consistently demonstrate dependability and work cooperatively with team members, consultants, and ancillary service providers.
- Good steward of time management by completion of assignments in a timely manner, demonstrates a good work ethic while on campus, and punctuality.

Essential Functions:

- Gives a.m. and p.m. care to the resident which may include bed bath, tub bath, shower, peri care, nail care, and shaving.
- Dresses or assists resident to dress in clothing that is clean, appropriate, and well fitting.
- Assures all resident's appliances are in place, including eyeglasses, hearing aides, or positioning devices.
- Assures resident receives good oral hygiene or denture care in the a.m. and p.m.
- Makes certain resident's hair is clean and combed, observing the protocol for shampooing according to beauty shop appointments.
- Provides assistance with going to the restroom and/or incontinent care.
- Ambulates residents in room, hallways, and to meals as needed. Performs range of motion on resident when needed.
- Ensure residents are given adequate assistance with meals, nourishment and transportation to meal service area(s)
- Assures residents' rooms, drawers, closets are clean and neat, with personal items, clothing, and shoes stored in appropriate place
- Makes certain residents' beds are orderly, with clean linen available in bathrooms.
- Assists in admitting new resident, introducing self to resident, taking accurate inventory of personal belongings, supplying water pitcher and other personal items as needed.
- Follows protocol for taking and recording resident's temperature, pulse, respiration and blood pressure. Records accurately in Point of Care Kiosk.
- Observing for signs of pain, and reports to licensed nurse.
- Obtains residents weekly weights as instructed on a timely basis and reports to nurse and documents in Point of Care Kiosk.
- Answers resident call light to identify resident needs and assist as appropriate to meet resident needs.
- Aware of and follows resident care plan.
- Follows protocol for use of gait belt in transferring/ambulating residents for their safety.

- Observes infection control protocol for handling and cleaning of resident's personal items, for handling of clean and soiled linen, keeping linen closets filled and organized.
- Keeps common areas – kitchen, utility rooms, dining rooms, lounges – organized and free of clutter.
- Observes standard precautions with the appropriate use of gloves.
- Prepares resident for spiritual care activities.
- Participates in preparation of resident following death.
- Performs other duties as assigned by licensed nurse or Director of Nursing.

Skill(s):

- Heavy lifting and transferring of residents.
- Sitting, standing, and walking throughout the work shift.
- Bending, stooping, pushing and stretching.
- Visual acuity for accurate reading of gauges and thermometers for recording in resident records.
- Manual dexterity to use hands easily and skillfully while aiding residents. Ability to respond and move quickly in cases of emergency.
- Patience, courtesy, and compassion in meeting the personal and health care needs of the residents. Comfort level in listening and talking with residents, staff, visitors and families.
- Moderate level of initiative is used to recognize and report to nurse any changes in resident physical or psycho-social status.
- Must be a self-starter, willing to have an interest in learning and a willingness to accept change. Good organizational ability and time management.
- Direct supervision is provided by licensed nurse.
- Ability to read, write, and follow oral and written instructions.
- Knowledge of basic computer programs to successfully complete training in computerized Electronic Medical Records.
- Must be available to work holidays, weekends and on alternate shifts. May be asked to work extra shifts in emergency situations.
- Will be required to attend mandatory in-service/trainings or meetings while off duty.
- Report to work in a clean, neat uniform and consistently present an appropriate professional appearance.

Education/Training:

- High school education or equivalent desired.
- Certification as a Nurse Aide on the Illinois Nurse Aide Registry, through completion of a state approved program as required by the Illinois Department of Public Health.
- Must pass the Criminal Background Check from the Illinois State Police.
- Experience in long term care is desirable, but not required.

Equipment used in the performance of this job:

- Wheelchairs, Broda Chairs, electric beds, carts, food service trays.
- Thermometers, blood pressure cuff, stethoscope.
- Electric chair and Electric lifts, Chair scales
- Other materials necessary to complete assignments.