



Position Description

PM CERTIFIED NURSING ASSISTANT TRADITIONS

Entity:	Masonic Homes of California	Payroll Type:	Non-Exempt
Department:	Traditions	Supervisory:	No
Reports To:	Traditions Clinical Director	Work Status:	On Call
Location of Job:	Union City	Revised:	4/29/2015

Position Held By: Open **Regular Hours:** 2:00pm-10:30pm

Schedule: On Call PM

JOB CULTURE

The Masonic Homes of California are committed to a culture of Leadership. Our culture is to provide superior service to members, residents and staff through a sound and progressive model of service and care which aligns our mission, vision and operations. We demonstrate excellence in core services and place value on high quality job performance, professional development, effective time management, budget management, workplace safety and resident/employee satisfaction. We are dedicated to disciplined innovation and continuous quality improvement- we are a learning company. We are committed to sharing our knowledge and being an organization that attracts the best and brightest talent. We are team-oriented, caring and honest.

JOB SUMMARY

Responsible for meeting the functional activity of daily living needs and activity/ programming needs for residents with dementia. Function as a "Best Friend" to residents emphasizing each individual's remaining strengths and abilities. Provides a fun, warm, loving and friendly environment for residents.

ESSENTIAL FUNCTIONS

- Actively supports the basic rights of residents with dementia. Knows the life stories of residents and provides care and intervention that is focused on each individual and their needs.

- Performs skills required of a certified nursing assistant related to provision of basic ADL care, provision of nutrition and hydrations, toileting program, incontinent care, vital signs, and other nursing care as needed. Adapts care giving to build on individual resident strengths and abilities,
- Ensures safety of residents by maintaining a safe environment and using appropriate behavioral intervention techniques.
- Conducts individual and small group activities, planned and spontaneous, that meet resident needs in the following areas: social, friendship, physical, intellectual, vocational, and spiritual.
- Demonstrates proficient use of AOD, the iN2L system, and other technology related to the operation of the Traditions Neighborhood.
- Assists in resident self-administration of medication as needed. Documents medication administration.
- Completes all required documentation related to centrally stored medications, medication refills, etc.
- Maintains an awareness of resident health. Informs appropriate staff of any incidents or changes in resident condition.
- Documents resident care, behavior and special needs as required by policy and procedure
- Ensures implementation of unit program and resident goals with dietary, programming, environmental services and other staff.
- Actively participates in unit meetings and dementia education programs.
- Maintains current CNA certificate and attends mandatory inservice training.
- Communicates and cooperates with co-workers and residents. Establishes good working relationships with all departments. Practices good teamwork.
- Regular attendance.

SKILLS, ABILITIES AND EXPERIENCE

- Experience in geriatrics and caring for residents with dementia.
- Sufficient verbal and written communication skills to ensure clear communication with residents, staff and for documentation as required

EDUCATIONAL REQUIREMENTS/LICENSES/CERTIFICATES

Any combination of education and experience that would provide the necessary knowledge and abilities listed, typically:

- Current certification as a Certified Nursing Assistant in the state of California.
- Effective January 2008 and in compliance with state regulation the SCU Certified Nursing assistance must complete medication assistance training and pass the competency exam with a minimum passing score of 85%.

OBRA & TITLE 22 REQUIREMENTS

Ensures that residents' rights to fair and equitable treatment, self determination, individuality, privacy, property and civil rights, including the right to wage a complaint, are well established and maintained at all times.

Maintains **confidentiality** of appropriate resident care information to assure their rights are

protected.

Reports all incidents/accidents, unsafe and hazardous conditions/equipment immediately. Follows established safety rules and regulations. Maintains work area in a clean, orderly and safe manner.

EQUIPMENT/MACHINES/WORK AIDS

Computer	Printer	Security system
Oven	Microwave oven	Bath tub
Television	VCR	Stereo
Stethoscope	Thermometer	Oxygen tank
Wheelchair	Walker	Sphygmomanometer

ENVIRONMENTAL CONDITIONS

Temperature controlled, indoor modular office space. Hazardous Environmental - possible exposure to human body fluids requiring use of Standard Precautions.

PHYSICAL REQUIREMENTS

- Standing - frequently
- Walking - frequently
- Sitting - occasionally
- Lifting - occasionally, up to 50 pounds
- Bending - frequently
- Lying- never
- Twisting - frequently
- Reaching/stretching- frequently
- Pushing/pulling - frequently
- Climbing - rarely
- Balancing -- occasionally
- Kneeling/squatting/crouching - occasionally
- Use of feet (other than walking) - rarely
- Use of hands - requires simple grasping, firm grasping or fine manipulation with dominant/non-dominant hand or both hands
- Hearing - requires the ability to hear at close proximity (0-5 feet). Requires the ability to hear at a distance (up to 20 feet) and to hear with both ears.
- Vision - requires clarity of vision at 20 inches or less, clarity of vision at 20 feet or more and accommodation of eyes to focus clearly at varying distances

This job description has been developed to identify some of the duties and responsibilities of this position. It is not intended to limit or encompass all duties and responsibilities of the position.

MHC at its sole and absolute discretion, expressly reserves the right to modify, supplement, delete or augment the duties and responsibilities specified in this and all job descriptions.

ACKNOWLEDGMENT

I have read the above requirements and duties of the position and by my signature as noted below hereby accept these conditions of employment of the Masonic Home at Union City.

Employee

Supervisor

Date Signed

Date Signed