

MICHESTER HOMECARE INC.

3845 POWDER SPRINGS RD, SUITE 102.

POWDER SPRINGS GA 30127

Tel: 678-791-2696

CERTIFIED NURSING ASSISTANT/PERSONAL SUPPORT AIDE

Criteria-Based Job Description

Employee Name: _____

Date of Hire: _____

Qualifications:

Current certificate to practice nursing assistant (Aid) in the state of Georgia; satisfactory criminal records; negative tuberculosis screening; free of communicable diseases; current certification in cardiopulmonary resuscitation and emergency first aid; good verbal and written communication skills; knowledge of rules and regulations for Person Support Services (PSS).

Job Requirements:

Providing a combination of basic personal care activities or homemaking services

RESPONSIBILITY	EXPECTATION
Provide personal care to the client at client's home	<ul style="list-style-type: none">-Accessible 24 hours a day-Assist client with bathing-Assisting client with toileting-Assisting client with dressing-Assisting client with general mouth care-Assisting client with grooming and shampooing hair
Provides housekeeper services for the client	<ul style="list-style-type: none">-Vacuuming and sweeping client's house-Dusting and mopping client's house-Doing laundry for the client-Cleaning client's room-Changing linens in client's bed-Cleaning client's refrigerator-Cleaning client's stove
Provides Ambulation and transfer help	<ul style="list-style-type: none">-Assisting client in and out of bed/or wheelchair with or without the aid of lifts-Assisting client with walking-Encouraging physical activities
Provides medically related services	<ul style="list-style-type: none">-Observing and reporting changes in client's condition-Picking up prescription drugs for the client-Accompany client on medical appointments as time allows-Reminding client to take medication
Provides Home Management Services	<ul style="list-style-type: none">-Helping client doing grocery shopping-Assisting client in paying bills-Assisting client with food stamp or other application process-Assisting client with scheduling medical appointments-Assisting in other errands as needed
Performs other responsibilities as indicated	<ul style="list-style-type: none">-Works as scheduled-Adheres to personnel Code of Ethics-Adheres to policies and procedures-Presents real, professional appearance-Demonstrates positive attitudePromotes teamwork

Copy of Job Description Reviewed with CNA _____

Date

CNA acknowledgement of receipt of Job Description

CNA Signature

Date

Employer Signature

Date