



## CNA 1<sup>st</sup> and 2<sup>nd</sup> Shift

### Employer

Winfield Rest Have  
1611 Ritchie  
Winfield KS 67156  
620-221-9290

### Job Description

To serve elders in an honorable way by working with all facility staff in developing a team approach to care for the elders by assisting with ADLs, maintaining a pleasant environment, being a friend, taking vitals, reporting abnormalities to the charge nurse, complying with the Elder Justice Act and respecting Resident Rights.

#### **Major Duties:**

- Acknowledgement of each elder's care plan from reviewing Kardex daily.
- Developing routine cares with your elders and co-workers and being flexible with any changes.
- Performing elder cares of bathing, hygiene & grooming, oral cares, meals, safe transfers, mobility, toileting, and any other cares described in elder's Kardex.
- Provides peri care and catheter care, handling and placing tubing appropriate to avoid infections.
- Follow the facility Infection Control Program.
- Assures all assigned elders are dressed in clothing that is clean, in good repair, and appropriate for season and time of day according to elder's choice and preference. Changing soiled clothing upon discovery.
- Assist elders with application of hearing aide, clean eyeglasses and any prostheses.
- Obtains vital signs and documents accurately: height & weight, respirations, pulse & pulse oximetry, temperature, blood pressure, reports of pain, and reports of any abnormality.
- Completes delegated task from the charge nurse
- Use care planned assistive devices with elder.
- Assist elder with correct diet and snacks.
- Wear full uniform daily of name tag, pager, and walkie.
- Answering call lights in a timely manner.
- Immediately reports any elder grievances to the charge nurse.
- Attending all annual required education and training provided by the facility.

#### **Required Qualifications:**

- Must have a current and valid Kansas Nursing Assistant Certification.
- Ability to read and understand Policies and Procedures.
- Safe handling of equipment by attending all training prior to using equipment and following safety guidelines.
- Ability to listen and communicate step by step procedures to elders with maintaining elder dignity.

- Must be familiar with policies and procedures that pertain to elder care. Must promote the highest quality of care by being involved in at least one of the following: QAPI, Safety Committee, At Risk Committee, Infection Control committee, any PIPs, and on-going education and training.
- Ability to read and write for communication and documentation.
- Ability to add, subtract, and understand decimals in all units of measure.
- Compassionate, mature, sympathetic, and professional at all times.
- The ability to understand and carry out instructions furnished in written, oral, or diagram form.
- Ability to learn the electronic medical records, documentation, and reading the Kardex (care plan)
- Ability to operate a computer at a moderate skill level.

**Physical Demands:**

- Ability to stand, walk, sit, and bend for extended periods of time throughout the day.
- Ability to lift 50 pounds
- Ability to read computer screens, e-mails, and talk on the phone.
- Work requires finger dexterity and eye-hand coordination to operate equipment and computer.

**Work Environment:**

- Possible exposure to chemicals as identified in the MSDS Manual.
- Continuous exposure to elders who are ill, confused, and need your assistance.
- Team environment that includes all staff, elders, elder's representatives, and community.

**Additional Duties:**

Additional duties and responsibilities may be added to this job description at any time. This job description does not state or imply that these are the only activities to be performed by the employee holding this position. Employees are required to follow any job- related instructions and to perform any job- related responsibilities within their scope of practice as requested by their supervisor.

**Apply**

Apply in person or email resume to [alyssad@winfieldresthaven.com](mailto:alyssad@winfieldresthaven.com)

C.N.A. starting wage \$14.00 per hour and commensurate with pay.