

NURSING ASSISTANT

GENERAL STATEMENT OF DUTIES: Performs routine non-professional tasks in support of nursing service, including tasks involving minor personal services for patients; does related work as required.

DISTINGUISHING FEATURES OF THIS CLASS: This is a non-technical work involving the routine care of patients and the performance of such indirect or non-nursing services for patients as are not required to be performed by a Licensed Practical or Registered Professional Nurse. Work is subject to general supervision, except activities concerned with actual care of patients, which are performed under direct supervision by the registered nurse in charge of the patient.

EXAMPLES OF WORK: (Illustrative Only)

- Assists in walking, feeding, and bathing patients and caring for their personal needs;
- Assists nurses in lifting and turning heavy or helpless patients, in restraining irrational patients, in holding patients for treatment, in care of involuntary and disturbed patients, and in preparing patients for surgery;
- Helps regulate number of visitors and gives information to visitors in accordance with instructions from the nurse in charge;
- Assembles information concerning the patient's condition and enters reports on the patient's records;
- Cleans and sterilizes hospital equipment;
- Labels and stores patients' clothes and turns over valuable to person designated by hospital;
- Assists with care and maintenance of room furniture, fixtures and supplies to keep patients safe and comfortable
- Cleans dusts and keeps in order, private rooms, and ward units and other facilities.

REQUIRED KNOWLEDGES, SKILLS, AND ABILITIES: Ability to understand and carry out routine non-technical, oral and written directions relative to care of patients; physical strength and mental alertness; willingness to cooperate and to carefully follow a prescribed routine; discretion; tact and good judgment; ability to get along well with others and to secure cooperation of patients; neatness and good appearance; good physical condition.

ACCEPTABLE TRAINING AND EXPERIENCE: None is required.

