

## Certified Nursing Assistant

The Children's Home of Kingston is a 501(c)3 non-profit organization. We provide a progressive range of services for boys and young men ages 8 to 21 whose personal, social, developmental, or family situations preclude them from living at home or in a less restrictive setting, and who may benefit from milieu therapy, active psychotherapeutic interventions, and specialized care.

We offer:

- A structured environment enabling boys to explore their challenging behavior and learn successful new ways of relating to their families and communities.
- A school that encourages boys to open themselves to learning and interest in their future careers.  
Family support facilitating a return to the home as soon as appropriately possible.
- A well-balanced community environment strengthening their ability to make positive choices.

### **Position Summary:**

A Certified **Nursing Assistant** performs many basic care tasks for youths, like grooming, dressing, bathing, eating and exercising. They also assist the nursing staff with medical tasks like taking blood, monitoring vitals with medical equipment and reporting youth behavior and wellbeing.

The Certified Nursing Assistant (CNA) works under the direction of a Registered Nurse and in accordance to the patient/family care plan to collect patient information and provide direct patient care contributing significantly to the achievement of patient and family outcomes. As a member of the direct care team, the CNA is responsible and accountable for complete and accurate collection and recording of data, completion of routine and delegated direct patient care activities and communicating and collaborating with the Registered Nurse to prioritize workload.

### **Position Responsibilities:**

In a manner consistent with CHK's Mission Statement and Unifying Principals and applicable laws and regulations, an employee in this position shall:

- Provides for activities of daily living by assisting with serving meals, feeding youth as necessary and ambulating.
- Maintains youth stability by checking vital signs and weight; testing urine and recording intake and output information.
- Provides care to youth and monitors youth's activities as assigned under the direction of the Registered Nurse and/or Licensed Practical Nurse.
- Assists in the observation, reporting and documentation of various youth behaviors.
- Provides youth comfort by utilizing resources and materials; transporting youths; answering youths' call lights and requests; and reporting observations of the youth to nursing supervisor.
- Documents actions by completing forms, reports, logs, and records.

- Maintains work operations by following policies and procedures.
- Protects organization's value by keeping youth information confidential
- Serves and protects the hospital community by adhering to professional standards, hospital policies and procedures; federal, state, and local requirements; and jcaho standards.
- Updates job knowledge by participating in educational opportunities, reading professional publications, participating in professional organizations, and maintaining licensure.
- Provide support to staff when a crisis develops.
- Enhances nursing department and hospital reputation by accepting ownership for accomplishing new and different requests; and exploring opportunities to add value to job accomplishments
- Performs administrative duties as needed, i.e. assists in answering the telephone, filing, chart maintenance, scheduling, etc
- Assists in transportation of youth to appointments, court dates, and other as needed.
- All other duties as assigned.

#### **Education, Training and Experience:**

- Certification with accredited training course through the State of NY and current certification through American Heart Association in Basic Life
- 2 years of nursing assistant experience
- Experience working with youth, preferred
- Experience in a care home or facility, preferred
- Must work well with children ages 8-21 year's old
- Appropriate license

#### **Physical Demands and Work Environment:**

The physical demands described below are representative of those that must be met by an employee to successfully perform the essential functions of this position. Reasonable accommodations may be made to enable qualified individuals with disabilities to perform the essential functions of this position.

#### **Physical Demands:**

While performing the duties associated with this position, an employee will be called upon to operate office equipment including but not limited to: laptop and desktop PCs; printers; copiers; electronic calculators; shredders; fax machines; telephones.

Employees will regularly be required to stand; walk; sit; use hands (or hands and arms) to carry, finger, handle or feel objects, tools or controls; reach with hands and arms; climb stairs; balance; stoop; crouch and kneel. Employees will also be regularly required to hear (with or without hearing devices), see (with or without corrective lenses) and speak.

## Email Resume:

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