



VOTO HEALTHCARE, INC.

Job Classification: Professional

Position Title: Certified Nursing Assistant – Per Diem

Reports to: Administrator or Designated Supervisor

Exemption Status: Exempt

Job Summary:

The Certified Nursing Assistant is responsible for performing direct and indirect patient care tasks as delegated by the Registered Nurse. The Certified Nursing Assistant functions under the direction and supervision of the Registered Nurse. The primary responsibility of the Certified Nursing Assistant is to provide basic patient cares: bathing/hygiene, elimination/toileting, nutrition/feeding/hydration, and ambulation/positioning. The Certified Nursing Assistant supports patient safety and patient satisfaction. Voto Health Care, Inc. has Per Diem CNA opportunities for home health care and as part of our staffing for larger medical facilities around the Seattle area.

Essential Functions:

- Works with Registered Nurse to complete delegated in home health care tasks (75%).
- Demonstrates self-motivation and initiative by developing and maintaining current information on community resources through attendance of continuing education and professional associations. (25%)
- Completes documentation and paper work, as required by Agency policies; following the physician's Plan of Care. (50%)
- Makes visits as scheduled and participates in on-call rotation as required. (50%)

Additional Responsibilities:

- Performs other related duties as assigned or requested.
- Conforms to all applicable Agency policies and procedures.
- Participates actively in continuing education and in-services.
- Maintains confidentiality of patient information and business trade practices.
- Assumes accountability for reporting incidents and complaints according to Agency policy.
- Maintains patient rights and dignity. Assures the care of the dying patient, optimizing his/her comfort and dignity.
- Possesses adequate knowledge of Medicare/Medicaid and insurance standards to ensure reimbursement for all services rendered.

Knowledge / Skills / Abilities:

- Organizational skills
- Ability to supervise in accordance with agency's policies and applicable laws
- Ability to respond to common inquiries or complaints, regulatory agencies or members of the business community.
- Time management
- Cooperative attitude
- Advanced interpersonal communication (written and verbal)
- Basic math skills related to patient care
- Ability to operate standard office equipment
- Flexible schedule for Per Diem work

Age-Related Competencies:

- Demonstrates the basic knowledge and skills necessary to identify age specific patient needs appropriate for this position.



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Information Management:

- Treats all information and data within the scope of the position with appropriate confidentiality and security.

Risk Management:

- Cooperates fully in all risk management activities and investigations.
- Keeps abreast in changes in health care law.
- Maintains agency/program compliance with local, state and federal laws and accreditation standards.

Minimum Position Qualifications:

- Proof of current registration as a Washington State Certified Nursing Assistant
- At least one (1) year experience working in one or more of the following specialties: PACU, OR, Med/Surg., and/or Acute services (two or more years preferred)
- Valid Washington State Driver's License and Auto Liability Insurance with own vehicle to travel to client's homes
- Current BLS Certification
- Current HIV/AIDS Certification
- Proof of current immunization record including: Hepatitis B, MMR, Varicella (or proof of chicken pox), and a negative TB test (within last 6 months)
- Statement of Good Health from your physician

Physical Abilities:

- Extensive standing and walking.
- Frequent reaching stooping, bending, kneeling, and crouching.

Environmental Conditions:

- Moderate noise level; Category 2 BBP risk; moderate stress and emotional demands.

The above statements are intended to describe the general nature and level of work being performed. They are not intended to be construed as an exhaustive list of all responsibilities.

To Apply:

Please apply at our website: www.votohealth.com and direct any questions to Voto Health Care, Inc. at 253-735-4282 or via email to services@votohealth.com.

PERSONNEL POLICY

It is the policy of Voto Health Care, Inc., to base hiring and job performance decisions solely on an individual's ability to perform essential job functions. Persons with disabilities are eligible for this or any position provided they are able to perform those functions with reasonable accommodation. Voto Healthcare, Inc. adheres to an equal opportunity policy for all persons seeking admission as clients or seeking employment and for all persons employed by the agency. age, sex, marital status, sexual orientation, race, creed, color, national origin, honorably discharged veteran or military status, or the presence of any sensory, mental, or physical disability or the use of a trained dog guide or service animal by a person with a disability unless the physical or mental impairment would present a bona fide occupational hazard.