

NORTEC JOB SPECIFIC SKILLS COMPETENCY

NURSING ASSISTANT (CERTIFIED)

DOT: 355.674-014 / O*NET-SOC: 31-1012.00 SVP 4

Job Description: Provide basic patient care in hospital, nursing home, or other medical facility, under the direction of nursing and medical staff. *Physical Demands* - Active w/medium lifting, carrying, or moving (up to 50 lbs); *General Educational Development* - R3 M2 L2; *Aptitudes* - Average General learning Ability, Verbal, Motor Coordination, and Manual Dexterity.

Note: Certification requires completion of a state-approved certified Nurse Assistant Program of a minimum of 100 hours of supervised clinical training and 50 hours of classroom training.

CORE SKILL COMPETENCIES/INDICATORS:

1. Can pass the federal Nursing Assistant Certification written exam (S) Note: This is a mandatory item and requires achievement documentation, not just rating. (Pre-test deficiency = No; Post-test proficiency Yes)
2. Can demonstrate basic understanding of human behavior, human body mechanics, nutritional diet standards, anatomy and physiology, and infection control. (S)
3. Can demonstrate proper technique used to assist a patient with bathing activities and grooming/personal hygiene. (R, I, S)
4. Can demonstrate proper technique used to assist a patient with meals and feeding. (I, S)
5. Can demonstrate proper technique used to assist a patient with getting in and out of bed. (I, S)
6. Can demonstrate proper technique used to assist a patient with dressing/undressing. (I, S)
7. Can demonstrate proper technique used to assist a patient with movement and prescribed exercises. (I, S)
8. Can demonstrate proper technique used to assist a patient with bed pan and elimination needs. (I, S)
9. Can demonstrate proper techniques used to transport patients with wheelchairs and wheeled carts, or to assist patients with walking. (R, I, S, T)
10. Can demonstrate ability to objectively observe patients physical, mental, and emotional conditions and report any change to the nursing or medical staff or report and record patient observations on a patient's chart, as directed. (R, IN, I, S)
11. Can demonstrate proper techniques used to take and record patient's vital signs, including temperature, blood pressure, pulse rate, and respiration rates. (R, IN, I, S, T)
12. Can demonstrate proper technique used to measure and record a patient's food and liquid intake/output. (R, IN, I, S, T)
13. Can demonstrate proper technique involved in aligning a patient's body for safe positioning, rest, and exercise. (R, I, S)
14. Can demonstrate proper technique used to change bed linen (occupied and unoccupied). (R, I, S)
15. Can demonstrate proper technique used to administer massages, alcohol rubs, or lotions for circulation and skin care. (I, S)
16. Can demonstrate proper techniques used for lifting and transferring patients. (R, I, S, T)
17. Can demonstrate proper technique used for restraining a patient. (R, I, S)
18. Can demonstrate proper techniques used to clean, sterilize, store, prepare and issue dressing packs, treatment trays, and other supplies or equipment. (R, S, T)
19. Can demonstrate understanding of signal lights, bells, or intercom systems used for the purpose of determining patients' needs. (R, IN, S, T)
20. Can demonstrate ability to run errands, direct visitors, and answer telephones, as directed. (R, IN, I, S)
21. Can demonstrate ability to communicate clearly and effectively. (IN, I, S)
22. Can demonstrate and apply basic active listening skills. (IN, I, S)
23. Can demonstrate ability to deal with people beyond giving and receiving instructions. (I)
24. Can demonstrate ability to work under stress when confronted with emergencies; critical, unusual, or dangerous situations; or in which working speed and sustained attention are important aspect of the job. (R, IN, I, S, T)