



## **Certified Personal Care Nursing Assistant Job Description**

**LAMOUR Community Health Institute and LBD Counseling and Consulting Clinic** was developed to provide an essential link between the community, the health care and human services system. Our counselors and staff are multicultural providers that speak and understand the cultural needs of the community. Our specialty is using a blend of Dialectical behavior therapy (DBT) integrated into our behavioral health program services that meet the needs of children, adolescents, families and adults.

We are a Multi Services Community Based Agency that is committed to advocating and providing community based, culturally-competent, and comprehensive programming services. We have a responsibility to the communities we serve and to the staff we employ to help them develop their potential.

### **LOCATION:**

Serving Randolph, Boston & Southeast surrounding cities; main office Randolph, MA 02368

### **JOB SUMMARY: PERSONAL CAREGIVER**

LAMOUR will employ or retain services of personal caregivers who are certified personal care homemakers or certified home health aides. Equivalent training or experience could be substituted for the certification. The responsibilities of the personal caregiver shall include executing the approved care plan.

Responsible for caring for elderly, disabled, mentally ill, or injured patients in a healthcare setting. Performs direct care duties, including bathing, feeding, dressing, and ambulating. This is performed in accordance with physician and other behavioral health staff orders and plan of care under the direction and supervision of nursing staff.

### **QUALIFICATIONS:**

Have current and valid Mass Certification nursing assistant's (CNA), Personal Care, Home Health Aid or equivalent, must be at least 18 years of age with a high school education or equivalent, valid driver's license in good standing, proof of vehicle and professional liability insurance.

The candidate must successfully complete any/all required pre-employment evaluation test(s) per policy. A health examination must be successfully completed prior to assignment to verify that he/she is free from communicable disease and physically capable of performing assigned duties.

1. Two (2) years experience, preferred.
2. Acceptance of philosophy and goals of the Agency.

### **RESPONSIBILITIES:**

Reports to the Board Certified Nurse Aides Registry

- Provide hands-on care to patients in a variety of participates home settings.
- Perform routine tasks under the supervision of registered nurses.
- Take patient's temperate, pulse, and respiration rate.
- Take blood pressure and determine if range is abnormal.



- Answer calls for help and determine if additional help is needed.
- Prepare and serve meals.
- Feed patient and mash up food if necessary.
- Bathe and dress patient.
- Make beds and perform light housekeeping duties in patient's room.
- Take patient on walks.
- Provide skin care.
- Set up equipment.
- Store and move supplies.
- Observe patients' physical, mental, and emotional conditions.
- Observe fluid intake and output.
- Report abnormal changes or patterns to nursing staff.
- Develop nurturing relationships with patient.
- Report violent behavior.
- Follow proper procedures for lifting and moving patients.
- Appearance is always within Agency standards; is clean and well groomed.
- Demonstrates effective time management skills through daily documentation and infrequent overtime for routine assignments.
- Maintains clean and neat work environment.
- Demonstrates sound judgment, critical thinking and decision making.
- Maintains current CPR certification.
- Performs other duties as assigned.

**KEY SKILLS & BEHAVIOR:**

- Strong analytical skills and interpersonal skills willing to work directly with patients and clients
- Ability to communicate effectively within a variety of situations and diverse populations
- Ability to work independently and as part of a team
- Excellent time management skills

**SALARY & BENEFITS:**

- Contracted \$10-15 per hour
- Must have flexible schedule 8:00am to 7:30pm as some evenings and weekends

**TO APPLY:**

Email cover letter and resume to [HR@lamourgroup.org](mailto:HR@lamourgroup.org)

Please see our website at <http://lamourgroup.org/>