



We Celebrate Life With Everyone In Our Community of Care Providing Compassionate and Individualized Experiences

Position Title: Resident Partner/CNA

Safety **Responsible to:** Director of Assisted Living/Director of Memory Care
Communicates with all necessary team members.

Qualifications:

- 18 years of older
- CPR certification
- CNA preferred
- High School Graduate or GED
- Ability to read and write basic reports and understand verbal instructions.
- Passion for working with older adult.
- Must pass a Drug Screen & Physical (Ability to lift/transfer up to 75lbs)
- Clear and Courteous verbal communication with staff members, residents and families.
- Strong time management and problem-solving skills
- Must be able to read, speak and understand the English language.
- Two step TB test on file

Compassion

Dignity

Trust

Physical Requirements:

- Visual/hearing ability sufficient to comprehend written/verbal communication.
- Ability to perform tasks involving physical activity, which may include moderate lifting and extensive bending and standing.
- Ability to maintain professional behavior at all times.
- Exerts adequate muscle force to move, lift, or transfer patients.
- Using upper extremities to exert force in order to draw, drag, haul, or tug objects in a sustained motion.
- Ability to use oral communication to convey detailed or important spoken instructions to others accurately, loudly, or quickly.
- Ability to judge distances and spatial relationships so as to see objects where and as they actually are.

Behavioral

Position Expectations:

- Every employee in the Lexington Network must adhere to and uphold the standards set forth in our culture contract. Our common purpose, quality standards and behavioral expectations are what set us apart from other organizations. Every interaction must be approached using The ICARE expected behaviors so that every employee and resident will be treated with respect.

- Collaborates with Assisted living nursing team and older adult individuals in developing and implementing a plan of services to provide personal and household assistance. Complies with facility policies and procedures.
- Find a personal and meaningful conversation to make a difference in each resident's day.

Efficiency **Position Responsibilities:**

- Assisting with showers, skin care and perineal care.
- Assisting with transfers in and out of bed.
- Assisting residents in self administration; staying with the resident, assuring that the medication has safely and completely been taken after it has been dispensed.
- Performs daily checks on security tags by assigned time for IL residents.
- Attends all daily stand up meetings during weekdays at 10am
- Attends monthly in-service meetings for staff on health topics.
- Comply with Monthly Relias Trainings.
- Comply with all Rules, Regulations and Policies of our Community, County and State.
- Records all relevant resident information, change in condition, medication list, client assessment, etc.
- Taking and recording vital signs as needed, and reporting to nurse.
- Assisting in promoting safety in the Assisted Living environment.
- Observing, documenting, and reporting changes in the resident's condition or adverse reactions to care.
- Observing and reporting changes in residents' condition to nurse.
- Changing bed linens as necessary for resident comfort and cleanliness.
- Laundering linens and personal clothing, as necessary for the resident's comfort and cleanliness.
- Assisting in the preparation of simple meals/snacks, as necessary.
- Escorting residents to various activities; such as meals, social, or doctor's office in house.
- Taking part in social activities with residents.
- Responding to emergency situations and contacting emergency 911 services.
- Documenting behavioral changes in service summary notes.
- Acting as a preceptor to new personal assistants.
- Attending staff in services and staff meetings.
- Maintaining monthly work/shift schedule for personal assistants and keeping the Assignment sheet and Resident Service Plan's cohesive when new residents' move in or significant changes occurs in current resident Service Plans under the supervision of the Program Director/Charge Nurse.
- Following facility procedures for vacation, sick leave or leave of absence.
- Performing other tasks as directed by nurse supervisor and/or Resident Service Coordinator.
- Assisting other team members when necessary
- All other duties as assigned

I have received a copy of my job description and understand the responsibilities of my position

Employee Signature

Date