

JACKSON AREA COUNCIL ON ALCOHOLISM AND DRUG DEPENDENCY

POSITION NAME: CERTIFIED NURSING ASSISTANT

CLASSIFICATION: NON-EXEMPT

POSITION IS SUPERVISED BY: LPN

POSITION QUALIFICATIONS:

Minimum Qualifications:

- High school diploma or GED equivalent.
- Current certification as Nursing Assistant.
- Valid TN Driver's License.
- Physically able to climb stairs in a three level facility.
- Excellent work and character references.
- Available to work some holidays as needed.
- Working cell phone number

Preferred Qualifications:

- Minimum of 1 year experience as a CNA.
- Experience or training in substance abuse/mental health setting

DUTIES AND RESPONSIBILITIES:

- Provide assistance to nursing supervisors and direct care to residents and detox clients as deemed necessary during designated hours according to the established schedule.
- Monitor for accuracy and timeliness of client medical records information.
- Assist in making determination of need for immediate medical evaluation on all clients.
- Take vital signs and administer CINA and CIWA scales on detox clients.
- Medication monitoring and documentation for afternoon and evening medications
- Complete nursing assessments on new admissions under the supervision of the LPN or RN
- Other duties as assigned by the Licensed Practical Nurse