



UNION JOB DESCRIPTION

JD450

JOB TITLE:	Continuing Care Assistant	JOB DESCRIPTION NO.:	40234
CLASSIFICATION:	Nursing Assistant I	GRID/PAY LEVEL:	F 22
COLLECTIVE AGREEMENT:	Facilities Subsector	HSCIS NO.:	15301
UNION:	HEU	JOB/CLASS CODE:	40234
PROGRAM/DEPARTMENT:	Medicine, Chronic Disease Management & Primary Health Care; Rural Medicine & Community Hospitals	BENCHMARKS (If Applicable):	15301
REPORTING TO:	Manager or designate		
FACILITY/SITE:	Various VIHA SI Sites (LMH)		

JOB SUMMARY:

In accordance with the Vision, Purpose, and Values, and strategic direction of the Vancouver Island Health Authority (Island Health) patient and staff safety is a priority and a responsibility shared by everyone; as such, the requirement to continuously improve quality and safety is inherent in all aspects of this position.

Reporting to the Manager or designate, and under the general supervision of the Charge Nurse, provides nursing care to assigned residents and patients. Performs nursing procedures such as taking temperature, pulse and respiration in addition to patient care duties relating to feeding, personal hygiene, and transporting of patients. Assists in the various programmes for social, recreational, diversional, and physical therapy and performs clerical duties such as assembling and maintaining patient charts.

TYPICAL DUTIES AND RESPONSIBILITIES:

1. Provides basic nursing care as prescribed in comprehensive care instructions given by the Charge Nurse - Extended Care or delegate.
2. Carries out basic duties for residents. These duties include: bathing, mouth and skin care, back rubs, taking vital signs, passing and emptying bedpans, recording intake and output, responding to resident signal lights, perineal care and isolator techniques and making clinical tests.
3. Assists in the provision of a positive, creative environment for the promotion of the residents' sociological and emotional well being by communicating and co-operating with the Diversional Therapy programme, volunteers, auxiliary workers, residents' families and fellow workers.
4. Moves and transports patients using mechanical aids where required and where necessary, cleans equipment necessary for patient care.
5. Reports information and observations made during contact with residents to Charge Nurse - Extended Care or R.N.
6. In conjunction with the Charge Nurse - Extended Care, maintains a safe, clean and comfortable environment for the residents.
7. Assists in setting up charts for new patients and charts information such as weight, temperature, pulse and respiration as directed; attaches documents to charts such as laboratory and special examination reports after review by Nurse and/or Doctor; completes discharge charts for Medical Records according to established procedures.

8. Feeds and assists residents with meals and provides between meal nourishments where indicated.
9. Attends ward conferences, in-service programmes and nursing staff meetings.
10. Brings supplies to unit from hospital storeroom from prepared list.
11. Performs patient care duties in Acute Care Unit.
12. Performs other related duties as assigned.

QUALIFICATIONS:

Education, Training And Experience

Grade 10 plus graduation from a recognized Nursing Assistant Program or an equivalent combination of education, training, and experience.

Skills And Abilities

- Ability to communicate effectively both verbally and in writing.
- Ability to deal with others effectively.
- Physical ability to carry out the duties of the position.
- Ability to organize work.
- Ability to operate related equipment.