



JOB DESCRIPTION

TITLE:	Certified Nursing Assistant/Home Health Care Aid
CLASSIFICATION:	Non-Exempt/Full-time/37.5 hrs. per week
IMMEDIATE SUPERVISOR:	Program Manager
PROGRAM/DEPARTMENT:	Adult Services Division AIDS Case Management

SUMMARY OF POSITION RESPONSIBILITIES:

Under the supervision of the Site Supervisor and the Nurse Case Manager in cooperation with the Social Workers, the CNA is responsible for providing attendant care in the client's home. Attendant care services include planning and preparing nutritious meals, taking vital signs, reporting changes in the client's condition and needs, completing appropriate records and assisting the client with the following:

GENERAL DUTIES:

1. Include but not limited to assisting the client with the following tasks:
 - Getting into and out of bed.
 - Bathing and care of the mouth, skin, and hair.
 - Dressing.
 - Eating.
 - Walking.
 - Prescribed Exercises.
 - Using the bathroom and/or bedpan.
2. Providing client with reminders to take meds.
3. Maintaining a clean environment.
4. Other duties as assigned by the Nurse Case Manager

This job description reflects management's assignment of essential functions; it does not prescribe or restrict the tasks that may be assigned.

Knowledge, Abilities and Skills:

5. High school diploma/GED and one (1) year experience providing Home Health Attendant care.
6. Knowledge of HIV disease and six (6) months experience working with people with HIV disease.
7. Experience working with a diverse cultural population.
8. Ability to provide personal care and some housekeeping.
9. Ability to follow verbal and written instructions.
10. Good writing and verbal skills.

Licenses/Certification:

1. Must have valid HHA and CNA certificates. Please include your Certification numbers with your resumes. Resumes without certification numbers will not be accepted.

Other Requirements:

As a Westside team member you represent Westside Community Services. Other desired characteristics include

being sensitive to the needs and committed to the cultural relevancy of services.

PHYSICAL AND VISUAL ACTIVITIES:

Mild to medium to heavy work requiring prolonged or repeated standing, walking, climbing, stooping, kneeling, crouching, lifting, carrying to a maximum of up to 50 lbs.

Physical and visual activities that is commonly associated with the performance of the essential functions of this job. "Commonly associated" is not intended to mean always or only. There may be different experiences that suggest other ways or circumstances where reasonable changes or accommodations are appropriate.

SCHEDULE: Monday -- Friday 8:30 am -- 5:00 p.m.

APPLICATION PROCESS: E-mail: jobs@westside-health.org ; No phone calls, please.

We will consider qualified candidates with criminal histories in a manner consistent with the requirements of the San Francisco Fair Chance.

Westside Community Services Is An Affirmative Action, Equal Opportunity Employer. People of Color and/or Bilingual Are Encouraged to Apply.