



**Job Summary:** The *State Tested Nurse Aides* (STNA) performs duties essentially of personal care which might be given to convalescent, chronically ill, disabled persons or elderly in their homes. You will attempt in every possible way, in working with individuals and families, to assist them to assume responsibilities toward self-care. The STNA also helps the other family members to carry their share of the responsibilities and encourages the disabled member to participate in the life of the family, in so far as able.

The STNA provides personal care and related services in the home. The STNA functions under the direction, instruction and supervision of the nurse manager and/or appropriate supervisor.

**Responsibilities:**

- Helps the client to maintain good personal hygiene
- Plans and prepares nutritious meals. Markets when instructed to do so by the nurse.
- Assists the client with ambulating
- Attempts to promote client's mental alertness through involvement in activities of interest
- Gives simple emotional and psychological support to the client and other members of the household
- Establishes a relationship with client and family which transmits trust and confidentiality
- Prepares a report of her visit on the day it is performed and incorporates same in the clinical record weekly or as directed
- Reports any change in the client's mental or physical condition or in his home situation to her immediate supervisor, the staff nurse, or to the aide supervisor
- Attends in-service training as required by state and federal regulations
- Confirming on a weekly basis, the scheduling of visits with the Supervisor, to coordinate necessary visits with other personnel
- Must be available for weekend assignment

**Qualifications:**

- Ability to read and write consistent with job requirements
- Completion of a basic aide training program consistent with state and federal requirements and for which a certificate was obtained
- Completion of one year's employment as a nurse's aide in a hospital or health-related facility
- Must have valid driving license and automobile insurance
- Reliable automobile