

SPECIAL ATTENDANT I

GENERAL STATEMENT OF DUTIES: Assists with nursing care of residents and patients of the Ruth Taylor Institute; does related work as required.

DISTINGUISHING FEATURES OF THE CLASS: Under the supervision of the nursing personnel in charge of the unit is responsible for basic patient care involving personal care and treatment of the of residents and patients of the Ruth Taylor Institute, a geriatric facility providing skilled nursing care and health related care. Work involves shift rotation. Incumbents are given training in basic nursing aide skills. Supervision is not a responsibility of this position.

EXAMPLES OF WORK: (Illustrative Only)

Obtains urine, sputum, stool, fractional urine and 24 hour urine specimens and performs hemocult and sugar and acetone tests;

Takes and records temperatures, pulse, respiration and blood pressures;

Assists in escorting patients to and from diagnostic tests, medical treatment, therapeutic, and recreational services;

Gives physical care to patients who are completely dependent or partially dependent in meeting personal hygiene needs;

Assists with food service to patients;

Maintains general cleanliness of physical area;

Monitors and records patients fluid intake and output;

Witnesses consent forms;

Provides patients with various treatments such as enemas, sponge baths, application of heat and cold packs and naso-gastric feedings;

Assists with the admission, transfer and discharge of patients;

Reports and records patient responses on patient charts and in care planning conference;

Participates in all classes, conferences and workshops as assigned.

REQUIRED KNOWLEDGE, SKILLS, ABILITIES AND ATTRIBUTES: Interest in working with geriatric patients; ability to work well with others; ability to read and write; ability to follow oral and written instructions; tact; neatness; and physical conditions commensurate with the requirements of the position.

MINIMUM ACCEPTABLE TRAINING AND EXPERIENCE: Possession of current certification as a Residential Health Care Facility Nurse Aide issued by the State of New York.