

ON THE JOB LEARNING OUTLINE

1. **Occupational Title:** Certified Nursing Assistant, Advanced
2. **DOT Code:** 355.674-014
3. **O*NET Code:** 31-1012.00
4. **RAIS Code:** 0824-A
5. **Occupational Description:** Performs any combination of following duties: care of residents/patients in hospital, nursing home or other medical facility the under direction of nursing and medical staff. Assists with Activities of Daily Living (ADL's) as indicated by plan of care utilizing adaptive equipment as indicated. Incorporates appropriate individualized toileting, turning and repositioning schedules to prevent skin breakdown. Incorporates expanded knowledge of physiology to recognize changes in maximizing functional status related to mobility and nutritional well-being. Assists with examinations, treatments, and specimen collection when needed. Maintains respect and dignity in all aspects of care and serves as resident/patient advocate according to advanced directives. Participates in care planning process and documents response to interventions according to guidelines. Demonstrates proficiency in all nursing assistant tasks. May be assigned to specific area of hospital, nursing home, or medical facility.
6. **Term:** Competency Based (300 Minimum Hours)
7. **On-The-Job Learning:** The following competency areas have been identified to lend focus and direction to the professional development of nursing assistants. The apprentice will attain a basic level of mastery across all competency areas before receiving certification. Basic mastery will be represented by the apprentices being able to articulate their learning with each competency area and demonstrate that they have successfully integrated all the competencies in their work. The order in which the apprentices learn will be determined by the flow of work on-the-job and will not necessarily be in the order listed. Times allotted to these various processes are estimated for the average apprentice to learn each phase of the occupation and demonstrate competency. They are intended only as a guide to indicate the quality of training being provided and the ability of an apprentice to absorb this training in an average amount of time.

| Competencies | Approximate Hours (Min/Max) |
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| A. Demonstrates advanced understanding of principles of infection control | 35-70 |
| <ul style="list-style-type: none">• Identifies the infectious process and modes of transmission of disease.• Demonstrates CDC guidelines related to standard precautions.• Demonstrates general principles of asepsis.• Reinforces appropriate hand-washing techniques including use of hand sanitizing agents.• Influenza prevention and implications for the aged client• Recognizes risks of urinary tract infections and implements appropriate peri-care, toileting, fluids, and other interventions to minimize risk. | |

B. Demonstrates effective communication 40-80

- Uses verbal and nonverbal communication to present information in a positive and non-threatening way.
- Responds effectively and promptly to resident's requests.
- Observes and describes client's physical and emotional condition changes, using appropriate medical terminology and abbreviations.
- Demonstrates communication skills with the client who has sensory deficits, i.e., a resident who is blind, hard of hearing, and/or who has visual field deficits.
- Uses supportive communication in client interactions.
- Demonstrates appropriate written communication to describe care interventions and resident observations.
- Interacts effectively with all facility departments.
- Answers phone identifying self and facility. Upholds client confidentiality in all discussions including phone conversations.
- Provides status report on client condition to nurse as needed.
- Incorporates customer service skills in response or family, visitor requests, obtaining appropriate answers and/or referring to appropriate individuals as indicated.
- Demonstrates appropriate care and application of visual and hearing devices.

C. Incorporates appropriate interventions to maximize physical functioning & mobility, maintaining proper body mechanics..... 40-80

- Turns and positions the resident in a bed or chair—side lying, supine, prone, Sim's, high and low Fowler's, orthopedic, logrolling, move up in bed, dangling.
- Recognizes contractures, reports and follows plan of care to prevent or minimize them.
- Demonstrates the use of assistive devices in ambulation such as crutches, walker, cane, and wheel chair.
- Reinforces the use of assistive devices in transferring clients—gait belt, mechanical lifters, slide board, lift sheet.
- Demonstrates passive and active range of motion exercises.
- Recognizes need for and implements appropriate use of footboards, hand rolls, bed cradles, and abductor pillows.
- Identifies complications of immobility and follows through with appropriate interventions according to the plan of care.
- Promotes resident independence in the activities of daily living.
- Understands the implications of hydration related to body systems.
- Understands the implications of oral care related to body systems.

D. Implements appropriate interventions to maintain continence and minimize problems related to elimination..... 40-80

- Assists or provides enemas according to facility/state guidelines.
- Measures, calculates, and records fluid intake and output.
- Reinforces bowel and bladder training and implements scheduled toileting plans according to plan of care.
- Uses appropriate interventions and adaptations to maintain normal bladder and bowel routine such as high-rise toilet seat, toileting per normal routine while allowing privacy.
- Monitors/troubleshoots ostomy care.
- Provides care for client with supra-pubic catheter.
- Applies external catheter and assists with proper care of legbags.

E. Functions as a member of the health team within the health care facility and/or community 40-80

- Identifies the essential functions of the health care facility and states the differences between acute care, long-term care, assisted living, and home care.
- Identifies the essential functions of care team members and all facility staff.
- Explains the essential duties of the nursing team.
- Performs and completes assignments related to workload, education, and other duties within the established facility guidelines.
- Intervenes in situations involving unsafe or inadequate care.
- Demonstrates knowledge of and reinforces facility policy and safety procedures.
- Demonstrates ability to review care plan, implement interventions, and communicate needed changes to charge nurse in support of resident's preferences.
- Completes tasks promptly without “rushing” resident.
- Serves as a resource person to new nursing assistants.
- Participates in care planning process.
- Participates in admission/discharge and transfer of resident; gathering and identifying personal items and documenting according to guidelines.
- Documents in medical record according to facility guidelines, using objective information.

F. Demonstrates Ethical/Professional –Practices 40-80

- Demonstrates professional behavior according to facility standards and guidelines.
- Interprets, explains and applies the Resident Rights and right to self-determination.
- Provides for client privacy and dignity at all times.
- Maintains client confidentiality and adheres to HIPAA regulations.
- Promotes the resident’s right to make personal choices and accommodates their needs.
- Gives assistance in resolving grievances and disputes.
- Maintains care and security of residents’ personal possessions.
- Promotes the resident’s right to be free from abuse, mistreatment, and neglect.

- Reports any instance of potential abuse, mistreatment, or neglect to the appropriate supervisor.
- Promotes client independence.
- Is aware of and respects resident's advance directives.
- Promotes resident rights to be free from physical and chemical restraints in accordance with current federal and state standards.
- Assists client to participate in activities of their choice.

G. Assists with treatments, procedures, and specimen collection 40-80

- Recognizes dangers of oxygen therapy and safety issues.
- Performs abdominal thrusts for the choking victim (Heimlich maneuver).
- Applies warm moist compress under the direction of a licensed nurse.
- Applies heat pack under the direction of a licensed nurse.
- Applies cold compress under the direction of a licensed nurse.
- Collects, labels, and sends stool specimens for culture and sensitivity; ova and parasites; occult blood/guic.
- Collects, labels, and sends sputum specimens.
- Collects, labels, and sends urine specimen for routine analysis, 24 hour specimens and clean-catch or midstream specimens.
- Strains urine.
- Applies anti-embolism stockings/devices correctly with concern for resident skin integrity.

H. Pain recognition & non-medical interventions implemented 25-50

- Demonstrates ability to recognize discomfort/pain and report to licensed nurse.
- Implements non-medicinal interventions according to plan of care.
- Uses pain scale appropriately.

Total Approximate Hours.....300-600

RELATED THEORETICAL INSTRUCTION

- 1. Occupational Title: Certified Nursing Assistant, Advanced**
- 2. DOT Code: 355.674-014**
- 3. O*NET Code: 31-1012.00**
- 4. RAIS Code: 0824-CA**
- 5. Description:** Related instruction supplements on-the-job leaning and lists courses that provide technical ability. It is through the combination of both on-the-job learning and related theoretical instruction that an apprentice can reach a **skilled level** in the occupation. The following are suggested courses to be completed during the term of apprenticeship.
 - A. Personal health and wellness, including stress and conflict resolution.....8**
 - B. Assertive communication, active listening, problem-solving and interpersonal skills16**
 - C. Advanced principles of infection control16**
 - D. Health care team responsibilities and teamwork.....6**
 - E. Conditions for special care/observation: oral care, incontinence, skin, and swallowing8**
 - F. Federal regulations for nursing facilities (OBRA).....4**
 - G. Case Studies: conditions to monitor and changes to note and report.....6**
 - H. The facility's philosophy of care: " Back to The Future" for the Good Samaritan Society)....8**
- Total Hours of Related Instruction72**

Individuals who complete the CNA, Advanced on-the-job learning and related instruction components shall receive a “Certificate of Advanced Training” credential. Some courses and/or work experience may be credited toward the LPN Apprenticeship Program and/or training depending on state regulations or other viable work experience.