



Certified Nurse Technician *Job Description*

- Job Classification:** Hourly, Not exempt Full-time
- Work Schedule:** As negotiated in employment letter
- Reporting Relationship:** Day & Residential Services Manager

Primary Accountabilities:

The primary function of the Certified Nurse Technician (CNT) is to support the mission of Capper Foundation (Capper) through the delivery of nursing care for individuals supported by Capper as delegated by the Registered Nurse (RN).

The CNT must be willing to listen, communicate and reflect while having a genuine respect for diverse perspectives and life styles in order to help individuals become more aware and confident in their own abilities to grow. They must maintain open and thorough communication with the LPN Care Coordinators and RN.

Major Duties:

- Ensures medical records are maintained according to policy and/or procedures.
- When delegated by the RN: dress wounds, administer prescribed procedures such as suctioning, breathing treatments, changing of g-tubes, tracheostomies and catheters.
- Administers and accurately documents medication administration. Observes for reactions to drugs, treatments, and/or procedures and reports as needed.
- Monitor the health of individuals supported by Capper and report any concerns to the LPN Care Coordinator and/or Registered Nurse.
- Attends medical and psychiatric appointments as needed.
- Goes with medically fragile individuals served to outings and ensure that individuals' health is maintained.
- Assists Direct Support Professionals with providing individuals' hygiene and care as needed.
- Facilitates medical support service planning for individuals supported by Capper.
- Participates with core team and other teams to ensure Capper philosophy of service delivery is met while ensuring the health needs of individuals are met.
- Supports the mission and practices of Capper and participates in organizational activities.
- Performs all other duties as assigned.

Qualifications:

- A current, valid CNA or CMA license issued by the Kansas State Board of Nursing.
- Valid Kansas Driver's license.
- Read, write and speak fluent English.
- Must be able to pass background checks per agency procedures.



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Training Requirements:

- Maintain CEUs to ensure retention of license.
- Must complete orientation training and maintain training certification based on agency requirements. Days 1-30: Get familiar with the individuals, passing medications, and the treatment schedules. Days 31-60: Work with RN on delegation of nursing tasks; ensure understanding of assigned tasks and repeat demonstration. By 90 days CNT should be proficient in nursing tasks.

Physical Demands:

- Lift and move up to twenty-five (25) pounds.
- Frequently bend, stoop, kneel, crawl, walk and respond to aggressive behavior with prescribed techniques.

Work Environment:

- Direct contact with individuals who are severely physically and/or developmentally disabled and who may exhibit unpredictable behavior and uncontrollable outbursts. The physical characteristics of the work environment are such that noise and odor control procedures are required. May work with individuals with Hepatitis B and/or other blood borne pathogens.

Additional Duties:

Additional duties and responsibilities may be added to this job description at any time. The job description does not state or imply that these are the only activities to be performed by the employee(s) holding this position. Employees are required to follow any other job-related instructions and to perform any other job-related responsibilities as requested by their supervisor.

Employee Signature	Date	Supervisor Signature	Date
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