

HEALTH CARE ASSISTANT II

DESCRIPTION OF WORK

Work in this class involves assisting mentally and physically ill clients with normal, daily living activities and performing routine health care duties in a health facility of the Department of Human Resources. Employees are responsible for the clients' personal hygiene, safety, routine treatment, training and modification, and for keeping supervisors informed of the condition of clients. Work is performed under the general supervision of a Health Care Technician or nurse and reviewed through reports and observations of the care rendered to the clients.

EXAMPLES OF DUTIES PERFORMED

PERFORMS THE SAME DUTIES AS THE HEALTH CARE ASSISTANT I PLUS:

Maintains written and oral reports such as census reports, incident reports, and adjustment reports.
Takes vital signs.
Assists clients with self-help skills in a non-structured program.
Assists with giving of routine non-controlled medications.
Performs related duties as delegated and required.

RECRUITMENT STANDARDS

Knowledges, Skills, and Abilities

Ability to maintain a safe, healthy living environment for mentally and physically ill clients.
Ability to work with and maintain a therapeutic attitude toward mentally and physically ill clients.
Ability to identify and report changes in clients' conditions.
Ability to keep simple records and write simple reports.
Ability to act quickly and effectively in an emergency and follow oral and written instructions.
Ability of read and write.

Minimum Training and Experience

Ability to read and write to adequately follow oral and written instructions in exact detail in performing non-professional technical and therapeutic patient-care tasks.

Special Condition for Continued Employment

Registration as a Nurse Aide by the North Carolina Board of Nursing within four months of employment.