

## **CNA Skills Guidelines**

The following list of skills is to be used as a guideline for CNA scope of practice. If you need further information on specific skills, please put your request in writing to the Board office. All procedures must be performed under the direction and supervision of a licensed nurse and according to agency policy. Some limitations may be placed by the employing agency.

### **The Role and Responsibility of the Nursing Assistant**

- Understands the role and responsibility of a nursing assistant
- Performs as a health team member

### **Communication and Interpersonal Relationships**

- Understands the importance of verbal and non-verbal communication
- Understands the purpose and use of the patient plan of care
- Understands patient rights
- Observes and reports changes in condition, abnormal signs, symptoms, and care provided to a licensed nurse.
- Reports and records incidents
- Observe patients with IVs

### **Safety and Infection Control**

- Answers call lights
- Performs hand washing appropriately
- Uses standard precautions
- Uses good body mechanics
- Maintains neat/orderly patient room
- Uses fire, disaster and accident prevention/safety procedures
- Apply, release and monitor restraints and protective devices, e.g. Geri-chairs, hand, wrist and ankle restraints, roll belts, side rails, etc.
- Apply, release and monitor sites for leather restraints in acute care and psychiatric settings upon additional training and under the direction of an RN or physician
- CPR and abdominal thrusts
- CPR and Automated External Defibrillation\*

### **Personal Care Procedures**

- Bed making
- Skin care
  - Apply dry sterile dressing\*
  - Apply non-medicated over-the-counter (OTC) ointments such as Vaseline, A&D, Bag Balm, Desitin, Ben Gay, Mineral Ice, Zinc Oxide or like products
  - Care for, apply and remove established prosthetic devices, immobilizers and braces
  - Back rub, perineal care, incontinent care
  - Bathing - partial or complete bed bath, tub bath, shower, whirlpool, perineal care
  - Shave with razor
- Mouth care—unconscious and conscious resident, including brushing, flossing and denture care
- Hair care—shampoo, brush and comb
- Dressing and undressing
- Nail care
- Apply elastic stockings

### **Vital Signs**

- TPR, BP, apical, brachial and radial pulses, oral, axillary and rectal temps, use of automatic vital signs devices, respirations, tympanic temperatures
- Perform EKG\*, apply monitor leads

**Nutritional Requirements and Techniques**

- Measure and record intake and output
- Prepare patients for meals
- Feed patients
- Serve meal trays, understand types/purpose of modified diets

**Admission and Discharge Procedures**

- Admission and discharge
- Measure height and weight

**Exercise and Activity**

- Ambulate patients—use of cane, walker or gait belt
- Assist a patient: to dangle, to a wheelchair, to a chair, to a gurney
- Transport of patients by wheelchair or gurney
- Care of a client who has fallen
- Basic range of motion (ROM) passive and active
- Position and provide comfort measures—supine, prone, side-lying, Fowlers and Sims positions
- Use of a turn sheet
- Move client up in bed

**Elimination Procedures**

- Urinary Bladder Elimination
  - Place and remove bedpan and urinal
  - Assist patient to bathroom/commode
  - Emptying a urinary drainage bag
  - Bladder scan\*
  - Catheter care
  - Assist with bladder retraining
- Bowel Elimination
  - Administer enemas
  - Colostomy care, change the bag
  - Care of an established stoma on the abdomen: change pouch, provide skin care
  - Digital stimulation
  - Assist with bowel retraining
- Collection of Specimens
  - Collection of non-manipulated, non-induced, non-invasive specimens, including the following:
    - Urine, clean catch urine, 24-hour urine, stool and sputum specimens using current CDC standard precautions

**Unsterile Warm and Cold Applications**

- Apply a K-pad (moist or dry warm application)
- Apply an ice pack

**Clients with Special Needs**

- Mental health conditions/suicide prevention
- Cognitive impairment
  - Reality orientation
- Grieving, dying
  - Post mortem care
- Confused client
- Disabilities
- Conditions of nervous system
- Respiratory disease
  - Adjust oxygen flow rate\*
  - Oxygen conversion
  - Applies pulse oximetry and report to nurse

\*CNAs wishing to perform these tasks that were not included in their original training must receive further training and demonstrate competency before they can perform them. Contact your facility's nursing education or staff development direction for additional information.