



**06/09/2021**

Job Title: **Hospice House Aide- CNA-CMT**

Did you decide to become a CNA certified nursing assistant to help people in need and provide them with compassionate care that makes a difference?

Would you like to work in an environment where the staffing ratio provides you that opportunity?

Please consider joining our team to provide comfort-based care with a focus on making the best of each day for our patients in our 12-bed facility.

We have the following positions available:

Full-Time, Part-Time & Per Diem Positions  
Weekends are available

***We will provide CMT med tech training and certification if hired!!***

#### **JOB DESCRIPTION SUMMARY:**

The Hospice aide is a paraprofessional member of the IDT group who works under the supervision of a registered nurse and performs various services for a patient to meet the patient's personal needs and to promote comfort. The hospice aide is responsible for observing the patient, reporting these observations and documenting observations and care performed. Administers medications as per state regulations and licensure.

#### **Duties and Responsibilities:**

Responsibilities of the hospice aide include, but are not limited to, the following:

1. Performs personal care needs after given a patient's assignment and attending to his/her requests promptly. Assists patients with Activities of Daily Living (dressing/undressing, bathing, back rubs, feeding, ambulation, etc.) patients as assigned. Performs all tasks necessary to maintain a high standard of personal hygiene for each Patient.
2. Assists Patients with eating and provides fresh liquids and nourishment between meals. Cooks meals in accordance with state regulations, sanitation regulations and patient preferences.
3. Demonstrates safe transfer techniques, assists patients/families with transfers, use of DME equipment. Meets safety needs of patient and uses equipment safely and properly (DME equipment, O2, etc.)

*Talbot Hospice is an equal opportunity employer. All applicants will be considered for employment without attention to race, color, religion, sex, sexual orientation, gender identity, national origin, veteran or disability status.*



4. Provides proper care and observation of patient's skin to prevent breakdown. Reports any changes to RN.
5. Administers medications safely, properly and accurately following all organizational processes and regulations. Reports any issues with medications, medication administration to appropriate RN or management staff.
6. Understands and follows procedures for documenting Patients' care in patient records. Observes and promptly reports significant changes to a Patient's primary nurse.
7. Maintains the privacy and security of all confidential and protected health information. Uses and discloses only that information which is necessary to perform the function of the job.
8. Communicates in a professional manner and demonstrates respect for Patients, their families and for co-workers. Sensitive at all times to the needs of the Patients and their families with regards to values, preferences, traditions. Provides patients and family with positive communication techniques, within realm of ethical and respectful care, maintains confidentiality/HIPAA
9. Behaves in a manner that consistently conveys commitment to the job of providing around-the-clock compassionate and excellent care.
10. Completes chores/tasks/ housekeeping as assigned and required.
11. Responds to oral and/or written requests for job performance improvement in a manner that conveys a desire to improve performance.
12. Understands that Talbot Hospice is committed to an intensive use of volunteers as caregivers and behaves in a manner that encourages this volunteerism.
13. Performs any other duties that are assigned.

**Requirements:**

1. Dual CNA licensure and Certified Medication Technician (CMT) licensure and meets the training requirements of the State.
2. At least 18 years of age with patient care experience.
3. Demonstrated knowledge and skills necessary to provide patient care
4. Must understand job assignments and be able to complete them with confidence maintaining the highest standards of care.
5. Must follow instructions and meet changing conditions in a professional manner.
6. Must attend in-service training programs as scheduled.

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*Bring your heart to work!*

Interested Applicants should complete an application and submit along with cover letter and resume to: [tcorbin@talbothospice.org](mailto:tcorbin@talbothospice.org) or mail to Talbot Hospice Foundation, Attn: Traci Corbin, 586 Cynwood Drive, Easton, MD 21601

#### **ABOUT TALBOT HOSPICE**

Founded in 1981, Talbot Hospice provides compassionate care, comfort and support for patients and their families and caregivers wherever they call home. Talbot Hospice serves patients facing life-limiting illnesses and their loved ones through hospice and palliative care as well as its Pathways and Bereavement Programs. Services are available to patients and caregivers regardless of ability to pay. Learn more at [www.talbothospice.org](http://www.talbothospice.org).

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