



JOB DESCRIPTION

Certified Medication Aide

The Certified Medication Aide role is to assist the licensed nurse (RN or LPN/LVN) in providing safe and ethical care for clients—that is, administering prescribed drugs and completing other delegated nursing tasks allowed by state law.

Essential Functions

Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- Dispense oral, inhalation and topical medications to patients under direct supervision of a licensed nurse unless otherwise allowed by state law.
- Observe patients for drug reactions and report any problems to the nurses.
- Performing tasks associated with medication administration, including patient vital signs, calculate medication dosages and stock the medication cart.
- Recording medication administration according to agency procedure
- Assists the nurse in providing care to clients, which includes observation and reporting of client needs
- Recognizes and performs tasks according to level of education and training
- Accepts responsibility and accountability for own performance according to state laws and regulations.
- Performs tasks in an ethical, legal and caring manner
- Performs tasks safely and effectively to assure client comfort and welfare
- Respects client rights
- Protects confidential client information unless otherwise required to promote client safety and welfare
- Follows federal, state, and agency regulations to protect own health and that of others
- Seeks guidance from the nurse as needed to perform tasks safely and efficiently

Competencies

Customer/Client Focus; Ethical Conduct; Flexibility; Initiative; Personal Effectiveness/Credibility; Stress Management/Composure; Teamwork Orientation; Technical Capacity; Multi-tasking; Medical Teamwork; Bedside Manner & Compassion; Infection Control; Health Promotion and Maintenance; Creating a Safe, Effective Environment; Informing Others; Judgment; Pain Management.

Supervisory Responsibility

This position has no supervisory responsibilities.

Work Environment

While performing the duties of this job, the employee is frequently exposed to fumes or airborne particles and some mechanical equipment. The employee is occasionally exposed to a variety of patient conditions and elements. The noise level is moderate to quiet.

Physical Demands

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. While performing the duties of this job, the employee is regularly required to talk and hear.

This position is very active and requires standing, walking, bending, kneeling, stooping, crouching, crawling and climbing all day. The employee must frequently lift or move objects and patients weighing over 50 pounds.

Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception and ability to adjust focus.

Position Type/Expected Hours of Work

This position regularly requires long hours and frequent weekend work.

Travel

This position may require less than 25% travel, dependent on the MSP client location that you are assigned to. You, alone, have the opportunity to accept or decline job assignments based on location and travel required.

Required Education and Experience

1. High school diploma.
1. At least one year of Health care industry experience.

Additional Eligibility Qualifications

1. Medication Aide certification.
2. Demonstrated experience with production of specialized materials and documents.
3. Proofreading and editing skills.

AAP/EEO Statement

MedServices Personnel Inc. is an Equal Opportunity Employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, national origin, disability status, protected veteran status or any other characteristic protected by law.

Other Duties

Please note this job description is not designed to cover or contain a comprehensive listing of activities, duties or responsibilities that are required of the employee for this job. Duties, responsibilities and activities may change at any time with or without notice.

JOB DESCRIPTION ACKNOWLEDGEMENT/CERTIFICATION

I certify that I can perform the essential functions of the position with or without reasonable accommodation(s). Please use this sheet of paper to list accommodation requests. My signature certifies my understanding of the requirements, essential functions and duties of the position.

Printed Name

Signature

Date_____