



CNA - Certified Nursing Assistant

St. Gianna Clinic is located in De Pere, Wisconsin and serves the surrounding area. We focus on family practice, pediatrics, obstetrics and gynecology, women's health and infertility subspecialty.

The clinic follows a philosophy of Catholic health care and welcomes people of all faiths and from all backgrounds. We are committed to our patients and our employees.

St. Gianna Clinic has received the prestigious Press Ganey "Guardian of Excellence Award" for 3 Consecutive Years!

Join our amazing team and work with a purpose.

EMPLOYEE PERKS:

- Competitive wages
- Health Insurance Subsidy
- Paid Time Off
- Satisfying work along with a highly professional and friendly work atmosphere
- A culture that upholds the value and respect of each individual

Job Summary:

This position will perform routine nursing duties and assist with other related duties involved in providing patient care.

Supervisory Responsibilities:

- None.

Duties/Responsibilities:

- Interviews patients or relatives to obtain appropriate health history and/or immunization status.
- Performs laboratory procedures (i.e. strep test, wound culture, specimen collection, etc.) using principles of aseptic technique and standard precautions/infection control guidelines.
- Assists the physician with procedures.
- Performs screening tests such as vision or hearing.
- Provides basic patient instructions on the performance of routine tasks or skills. Follows through with necessary procedure or test requests, pre-approved care algorithms, new appointment times and referrals to other facilities or services. Refers questions to physicians per scope of practice guidelines and relays information back to the patient as directed.
- Communicates with physicians and other members of the health care team to ensure smooth clinic flow and makes adjustments as necessary. Effectively communicates accurate and timely information with the patient.
- May perform basic clinical support tasks or skills based on the specialty and competencies.

- Takes vital signs and measurements (i.e., height/length and weight).
- Assembles materials and equipment in preparation for clinic and maintains adequate supplies.
- Cleans and maintains clinic equipment and disposes of used supplies correctly.
- Tasks, faxes and messages in EMR.
- Participates in mandatory in-services and staff meetings.

Required Skills/Abilities:

- Knowledge of and the ability to perform nursing procedures and to use skills and judgment to care for patients in a clinic setting (Will train where applicable).
- Knowledge and skills necessary to provide care appropriate to the age of the patients served.
- Knowledge of the principles of growth and development over the life span and possess the ability to assess data reflective of the patient's status and interpret the appropriate information needed to identify each patient's requirements relative to his/her age-specific needs.
- Knowledge of accepted procedures for disposing of used supplies.
- Ability to observe the general physical condition of patients to detect signs of abnormalities.
- Ability to record observations completely, accurately, legibly, and concisely.
- Ability to communicate effectively in person and over telephone.
- Ability to exercise tact, initiative, and good judgment in dealing with people.
- Ability to accept supervision.
- Maintaining patient confidentiality and abiding by all HIPAA and OSHA requirements.

Education and Experience:

- CNA Required
- One to two years experience minimum experience preferred
- CPR Certified or able to obtain within first 3 months

Physical Requirements:

- Must have the physical ability to execute the full performance of the duties of the position.
- Prolonged periods of sitting at a desk and working on a computer.
- Prolonged periods of standing and moving may be required.
- Must be able to lift up to 50 pounds at times.

Job Type: Full-time

Salary: \$15.00 - \$18.00 per hour

Benefits:

- Health insurance subsidy
- Paid time off

Medical specialties:

- Ob/Gyn
- Pediatrics
- Primary Care

Schedule: 8-hour shift

Work setting:

- Clinic
- Private practice

Education: High school or equivalent

Experience: EMR systems: 1 year (Preferred)

License/Certification:

- BLS Certification (Preferred)
- Certified Medical Assistant (Preferred)

Work Location: In person

If interested in applying for this employment opportunity, please submit your resume to Jodi Otis at jotis@stgiannaclinics.org or mail to 1716 Lawrence Drive, De Pere, WI 54115.

For more information or questions regarding this position, please call 920-605-3115.

www.stgiannaclinic.com