

HAMILTON COUNTY
RIVER CITY CORRECTIONAL CENTER
An Equal Opportunity Employer

Position Title: Certified Medication Aide

Division:	River City Correctional Center	FLSA Status:	Non-Exempt
Reports to:	Nursing Supervisor	Civil Service Status:	Unclassified
Pay Range:	\$20.00/Hour	Employment Status:	Full-Time
Probation:	180 Days	Lunch:	One Hour
Work Hours:	40 hours/week		

Nature of Work in this Class

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

Essential Functions

- Dispense oral, over the counter, inhalation and topical medications to patients under supervision of a licensed nurse or per State law;
- Observe patients for drug interactions and report any problems to the nurse;
- Performing tasks associated with the 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;
- Performs tasks in an ethical, legal, and caring manner;
- Performs tasks safely and effectively to assure client comfort and welfare;
- Respects client's 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; and
- Performs all other duties as required.

Competencies

- Customer/Client Focus; Ethical Conduct; Flexibility; Initiative; Personal Effectiveness/Credibility; Stress Management/Composure; Teamwork Orientation; Technical Capacity; Multi-tasking; Medical Teamwork; Medical Teamwork; Infection Control

Position Type/Expected Hours of Work

This position has openings for weekdays and weekend hours. Holidays are included.

Required Education

High School Diploma
Medication Aide Certification

Knowledge, Skills and Abilities

- Considerable knowledge of nursing/medical care;
- Knowledge of substance abuse and substance dependency;
- Ability to relate with people, listen and resolve problems effectively;
- Demonstration of a high degree of organizational skills;
- Working knowledge of standards and policies and procedures regarding medical services provided by the Ohio Department of Rehabilitation and Correction;
- Visual ability to effectively operate necessary medical equipment as well as office equipment including copier, facsimile machine and audio visual aids;
- Hearing ability sufficient to communicate effectively with other individuals both in person and over a telephone;
- Speaking ability sufficient to communicate effectively with other individuals both in person and over a telephone; and
- Ability to define problems, collect data, establish facts and draw conclusions.

Working Conditions

Moderate noise in Correctional Facility setting.

Physical Demands

- Work involves a significant amount of standing, walking, sitting, talking, listening, stooping, crouching and reaching with hands and arms;
- Hearing ability sufficient to converse with other individuals, both in person and by telephone; and
- Speaking ability sufficient to communicate effectively with other individuals in person and by telephone.

Licensure and Certification

- A valid driver's license in the state of residence and proof of auto insurance upon hire and both are to be maintained throughout employment.
- CPR and First Aide Certifications are to be obtained within 6 months of hire and are to be maintained throughout employment.