

Patient Care Assistant Job Description

- Cleaning the patient room and assisting to change linens
- Preparing patient for examination
- Taking patients' vital signs and recording temperature and pulse rate in a chart
- Recording lab results in a chart or computerized database
- Collecting samples from patients for analysis by scientists
- Feeding patients under the superintendence of dietitians and registered nurses
- Transporting patients to diagnostic facilities for treatment or testing, such as laboratories, radiography rooms, operating rooms, etc., under the direct supervision of physicians/registered nurses/ orderlies or EMTs/paramedics
- Restraining patients and assisting in examinations as directed by physicians/RNs/LPNs
- Providing information and assistance to patients
- Assisting with transportation of patients to exam rooms, operating rooms, laboratories or other treatment areas
- Maintaining cleanliness of the ward or unit, sterilizing instruments, reporting any deficiencies to supervisor/administrative staff
- Responsible for inventory supplies and equipment; requisition necessary supplies and equipment
- Assisting in developing an environment which is pleasant to patients being treated, visitors and staff
- Assisting in maintaining patient medication records (dosage and time).