



British Virgin Islands Health Services Authority

Vacancy Notice No. 9 of 2024

NURSING ASSISTANT (COMMUNITY HEALTH) – VIRGIN GORDA

The BVI Health Services Authority (a client-centered healthcare organization) invites qualified and professional applicants for the position of **NURSING ASSISTANT**. The Nursing Assistant is responsible for providing basic Nursing care to clients/patients assessing their wellbeing as part of a Primary Health Care team.

PRIMARY DUTIES & RESPONSIBILITIES (included but not limited to):

Clinical

1. Provide basic nursing care at Health facility (nursing assessments vital signs, weight, Height, dressing wounds, changing bandages)
2. Provide basic nursing care services during home visit such as wound care and bedsore treatment, blood pressure and blood sugar testing and advise clients on managing their conditions
3. Interview clients and examine their medical history
4. Assists Registered Nurse with specific Nursing procedures as required
5. Assist in the delivery of school health services.
6. Assist Registered Nurses to develop care plan for clients
7. Assist Registered Nurses in conducting clinics (child health chronic disease and DMO clinic).
8. Execute triage within the scope of the Nursing Assistant.
9. Assist in providing education for community members, promotes family health, helps prevent disease, and maintains health.
10. Observe clients identify areas of concern and refers to members of the health team for further assessment and management.
11. Act as an advocate for patient care and follows up with the clients.
12. Respond to client requests to make them as comfortable as possible while in your care.
13. Document all patient encounters into Meditech system.
14. Assist with stock management and taking inventory of supplies.
15. Follow organization/department operating procedures and policies.
16. Assist in moving clients from wheelchairs, beds and gurneys.
17. Perform any other related duties which may be assigned by Registered Nurse Midwife/Registered Nurse or supervisor keeping within level of training.

EPI/Cold Chain Management

1. Assist in monitoring and accurately recording refrigerator temperature twice daily and report unusual findings to Nurse in charge.
2. Assist Nurse with vaccine out-reach and catch –up sessions.
3. Assist in the follow up of defaulters.

Reports and Record keeping

1. Maintains accurate records and reporting systems for continued care (Record all patient interactions)
2. Document and report all incidents, accidents, occurrences and untoward events to Registered Nurse Midwife/Registered Nurse using relevant reporting tool.

Personal and Professional Development.

1. Responsibility of own professional development and maintains own current competency by attending educational workshops.

British Virgin Islands Health Services Authority

Vacancy Notice No. 9 of 2024

NURSING ASSISTANT (COMMUNITY HEALTH) – VIRGIN GORDA

MINIMUM REQUIREMENTS:

Education & Experience

- ❖ Completion Nursing Assistant training from an approved school of Nursing training program (generally in the form of a diploma, certificate, or associate degree)
- ❖ Nursing Assistant license
- ❖ BLS certification
- ❖ Minimum of 2 years as a Certified License Practical Nurse working in a Community Health setting

Licenses and/or registrations

- ❖ Registered and licensed as a Nursing Assistant with the General Nursing Council of the British Virgin Islands Certified License Practical Nurse
- ❖ Registered and licensed as a Nursing Assistant in country of origin.

Knowledge Skills and Abilities

- ❖ Excellent communication skills
- ❖ Knowledge of basic nursing procedures and practice
- ❖ Good observation skills
- ❖ Ability to handle high levels of stress associated with emergencies and other medical conditions.
- ❖ Ability to cope with the emotional aspects of working with clients and families.
- ❖ Must be able to work well in a team.
- ❖ Ability to follow strict guidelines to prevent infection and injury.
- ❖ Patience and self-control

Physical Demands

- ❖ Moderate physical activity; must be able to bend over to perform certain procedures.
- ❖ Requires standing and/or walking for more than four (4) hours per day.
- ❖ Ability to assist in moving clients.
- ❖ The physical demands are typical of similar jobs in comparable organizations. Persons will be expected to participate in home visits.

Work Environment

- ❖ Work is normally performed in a typical interior/office work and home environment.
- ❖ The work environment is representative and typical of similar jobs in comparable organizations.
- ❖ Work environment involves exposure to blood other body fluid or blood-borne pathogens and situations that require following extensive safety precautions and may include the use of protective equipment.

SALARY: \$21,773.00 - \$28,305.00 (Commensurate with qualifications and experience)

CLOSING DATE: 24th April 2024.

To apply, please send curriculum vita (resume) and letter of application to:
Human Resources Manager, BVI Health Services Authority, P. O. Box 439, Road Town, Tortola VG1110, British Virgin Islands
E-mail address: employment@bvihsa.vg