



Contractor Certified Nursing Assistant

Service Scope:

The Certified Nursing Assistant (CNA) Contractor agrees to provide hospice and palliative CNA services on a temporary, as-needed basis to ensure continuity of care for VHOCC patients and families. The CNA Contractor will provide services during agreed-upon shifts or coverage periods, which may include days, evenings, weekends, and holidays, as assigned. All services shall be provided consistently with professional CNA standards, hospice and palliative care best practices, and VHOCC policies and procedures. The contract period will be 1 year, with ability to extend or change employment status depending on organizational need. As a contractor position, this role provides fill-in coverage only and does not carry a caseload or ancillary responsibilities of a regular staff CNA. The contractor is required to be available to cover a minimum of 16 hours per month, unless otherwise mutually agreed upon and documented.

Contractor Responsibilities:

- Coordinate with the nurse case manager and Clinical Team Manager (CTM) on care plan for assigned hospice patients.
- Conduct patient visits as scheduled. Schedule specific appointments and communicate with patients, families, and caregivers.
- Assist with personal care utilizing correct bathing techniques to provide complete patient care, whether the patient is bedbound or mobile.
- Safely transfer and ambulate patients using established protocols and techniques.
- Manage supply needs for patients during visits.
- Educate patients, families, and caregivers about ADLs, as needed.
- Identify needs and changes unique to the patient/family and report findings to the clinical team.
- Inform the nurse case manager and CTM of unusual or potentially problematic issues.
- Accurately and appropriately chart in the Electronic Medical Record system.
- Operate a motorized vehicle in a professional and respectful manner, being careful to obey all traffic laws, consistent with the laws of Washington State.
- Comply with all VHOCC policies and procedures.

Responsibilities While on Assignment:

- Respond to patient and family needs within the contracted coverage period.
- Be available for scheduled home visits, urgent visits, or on-call shifts as arranged.
- Maintain professional standards of hospice and palliative practice.

Schedule: This position is per diem, working on an as-needed basis. Schedule can vary significantly from week to week based on case load, patient acuity and staff capacity. Work will take place in patient homes and VHOCC facilities in Port Angeles and Sequim.



Contractor Pay

- The hourly rate of pay will depend on the experience of the candidate and will be in the range of \$25 to \$28 per hour.
- Contractors are self-employed individuals responsible for paying their own federal income tax.
- Contractors are expected to use their own personal vehicle for travel between offices and patient homes. Mileage is not reimbursable.

Education, Certifications, and Experience Requirements:

- CNA license completed and approved by the State of Washington.
- Competence with using technology tools.
- Current BLS certification.

Physical Requirements:

- Ability to kneel, stoop, crouch, climb, stand, crawl, and sit for long periods of time.
- Ability to lift 40 pounds at a time.
- Ability to work in a variety of patient homes for which there is little control over environmental conditions.
- Ability to drive between offices and other locations as needed to meet day-to-day business needs. Some night driving.