



Certified Nurse Assistant

Req ID #: 2571

Location: Northridge, CA

Department: Donor Room

Status: Full Time – 8 hrs. shifts

For over 40 years, HemaCare, a Charles River company, has worked to making a positive impact on the world by providing the highest quality cellular material and services to biotech and pharmaceutical companies and research organizations that are performing innovative research and developing novel cell-based therapies.

We recognize that our success depends on the vision and passion of our employees; that is why we are devoted to making HemaCare a rewarding and valuable place to work. We believe in making a difference, and at HemaCare, you will make a difference every day.

JOB SUMMARY

Provide basic patient care to Donors under direction of nursing staff. Aid in all day-to-day Donor Room functions. Perform duties such as greet Donors, record vital statistics or other health information, change linens and maintain a clean and organized work area. Must be able to interact with various departments to ensure integrity and quality of daily processes.

Responsibilities:

- Assists other staff as necessary to ensure the provision of quality patient care.
- Identify donors that conform to HemaCare standards through a screening process and report out of range values or unusual findings.
- Reports donor status changes and donor needs to Registered Nurse accurately and timely.
- Provide personal assistance, medical attention, emotional support, or other personal care to others such as coworkers, customers, or patients.
- Record vital statistics or other health information.
- Assess physical conditions of donors to aid in diagnosis or treatment.
- Monitor donor to detect health problems
- Being pleasant with others on the job and displaying a good-natured, cooperative attitude.
- Maintain composure, and keep emotions controlled
- Maintain confidentiality in accordance with Standard Operating Procedures (SOP's) and HIPAA requirements.
- Participate in all service and quality initiatives
- Deliver products between departments, including blood.
- Maintain inventory, stock supplies and forms.
- General clerical including filing, photocopying and data entry.
- Record donor room temperatures.
- Prepare venipuncture prep kits and set up donors for venipuncture.

- Maintain clean and organized work areas including emptying biohazard bins and Sharps containers.
- Consistently demonstrate excellent interpersonal skills and professionalism to company management, to all levels of staff and donors.
- Conduct quality control of collection equipment. Bring problems and irregularities to the attention of management, completing Donor Reaction and Incident Report forms as necessary.
- Communicates inventory needs to management or as instructed.
- Know and follow all safety rules relative to area(s) of responsibility.
- Follows Standard Operating Procedures (SOPs), Current Good Manufacturing Practices (cGMPs), and external regulations regarding the products and procedures.
- Adhere to OSHA guidelines and other governmental and company standards
- Ability to understand and use correctly the Blood Establishment Computer Software (BECS)
- Adheres to company policies and procedures and sets a positive example for others within the organization.
- Performs all other duties as assigned within scope of practice and per Standard Operating Procedures (SOP's) or company policy.

Supervisory Responsibilities This position has no direct supervisory responsibility

Requirements:

- Proficient use of Microsoft Office products including Word, Excel, Outlook, and PowerPoint.
- Ability to quickly learn new software programs as needed.
- Computer literate, previous experience using EMR systems and Blood Establishment Computer Software (BECS), preferred.
- Discretion in handling confidential and sensitive matters
- Being reliable, responsible, and dependable, and fulfilling obligations.
- Requires being sensitive to others' needs and feelings and being understanding and helpful on the job.
- Staff must wear Personal Protective Equipment (PPE) when performing tasks that may expose to blood borne pathogens, waste, infections material, dry ice and liquid nitrogen or as required per policy.
- Employee must use proper safety equipment, as directed

Education, Experience and Licensure

- High school diploma or comparable education, required.
- Current Certified Nurse Assistant certification
- Must successfully complete and maintain BLS certification
- Two years of customer service preferred.
- At least 2 years patient care experience in a hospital or skilled nursing facility required
- Must demonstrate technical competence, communication skills and sensitivity for donors.
- Must possess the ability to effectively coordinate multiple patient care assignments, use time management skills, and problem solve.

About HemaCare



HemaCare, a Charles River company, is a global leader and trusted brand in the customization of human-derived biological products and services for biomedical research, drug discovery, and cell and gene therapy development. HemaCare's vertically integrated solutions support preclinical research, clinical studies from phases 1 to 3, and commercialization with high-quality RUO and GMP-compliant starting material and apheresis collections.

In January 2020, HemaCare was acquired by Charles River Laboratories, an early-stage contract research organization (CRO). Combined with Charles River's integrated, early-stage portfolio of discovery, safety assessment, and manufacturing support services, the acquisition creates a unique, comprehensive solution for researchers and cell therapy developers and manufacturers worldwide to help accelerate their critical programs from basic research and proof-of-concept to regulatory approval and commercialization. Utilizing this broad portfolio of products and services enables our clients to create a more flexible drug development model, which reduces their costs and enhances their productivity and effectiveness to increase speed to market. We work closely with our clients throughout the clinical process to maximize success and drive positive clinical outcomes.

Together, with over 17,000 employees within 80 facilities in 23 countries around the globe, we are strategically positioned to coordinate worldwide resources and apply multidisciplinary perspectives in resolving our client's unique challenges. Our client base includes global pharmaceutical and biotechnology companies, government agencies, and hospitals and academic institutions around the world.

At HemaCare, we are passionate about our role in improving the quality of people's lives. We have proudly supported the development of 100% of the current commercially available FDA-approved immunocellular therapies. Our mission is to provide a best-in-class portfolio of high quality, customizable human cellular material and services to support drug discovery, scientific research, and cell therapy. This resonates from our employees and impacts our customers because we know that every day is an opportunity to advance discoveries and make a difference in someone's life.

For more information, please visit www.hemacare.com.

Equal Employment Opportunity

HemaCare, a Charles River Laboratories Company, is an Equal Opportunity Employer M/F/Disabled/Vet

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