



## **Certified Medication Assistant (CMA)**

Frederick County Local Government's Northwestern Regional Adult Detention Center is seeking (2) two Certified Medication Assistant's to work under the supervision of faculty RN/LPN's to provide routine daily medications, either prescription or non-prescription to patients.

### **The successful applicant will:**

- Administer prescribed medications to inmates in accordance with the Medical Director's orders and within the Code of Virginia;
- Verify identity of patient receiving medication;
- Ensure proper ingestion/application of medications;
- Maintain accurate and necessary documentation via electronic inmate medical record software under supervision of RN/LPN;
- Obtain vital signs, diabetic readings and other basic medical evaluation(s);
- Perform observation(s) of inmates to detect response to specified types of medications and notifies nurse of unexpected reactions;
- Maintain inventory in medication/treatment rooms at established PAR Levels, reorder and stock supplies as needed;
- Ensure that medication inventories are maintained, ordered, and returned to contracted pharmaceutical provider in accordance with facility policy and established protocols;
- Work involves some risk to personal safety, and may involve increased exposure to communicable diseases.

### **Knowledge, Skills and Abilities:**

- General and intermediate knowledge of both the common and more complicated medical practices, procedures and techniques;
- Ability to administer medications, first aid, and emergency procedures as prescribed or as necessary;
- Ability to follow technical oral and written instructions in exact detail. Ability to maintain and document accurate, concise, and clear records and reports;
- Ability to understand and strictly adhere to security guidelines and Code of Ethics required in this facility;
- Familiarity/Knowledge of safe handling of the following equipment: Oxygen tank, current drug system, blood pressure equipment, syringe, blood glucose testing equipment, pulse ox meter, nebulizer, peak flow meters, AED, EKG, thermometer, stethoscope;
- Familiarity/Knowledge of use of the following office equipment: Copy machine, fax, printer, computer, and telephone System;
- Familiarity/Knowledge of safe handling of the following safety equipment: Fire extinguishers, personal protection equipment, intercom and radio.

**Education/Experience:**

- Successful completion of training as a Certified Nurse's Aide & Certified Medication Aide and maintains certifications for each (CNA & CMA);
- Two (2) years of CMA/CNA experience in a clinic environment desired.

**Miscellaneous Position Information:**

- Public Safety Application must be completed, in full, for position consideration;
- Resume only submissions will not be reviewed;
- Salary Range: \$25,800 - \$41,400, dependent on experience and/or qualifications;
- Position will remain opened until filled.**

**County benefits include:**

- Health and Dental Insurance
- Paid Life Insurance
- Virginia Retirement System
- Paid Time Off
- Optional Cancer, Accident, Critical Illness, and Life Insurances

Public Safety Application available on our website: [www.fcva.us/jobs](http://www.fcva.us/jobs)

Only applicants selected for interview will be contacted.

*Frederick County is proud to be an Equal Opportunity Employer.*