

# Job Analysis Report

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DUKE UNIVERSITY  
 WORKER'S COMPENSATION

<b>Employer:</b> Duke University Hospital	<b>Date of Analysis:</b> October 29, 2014
<b>Department:</b> Nursing	<b>Prepared by:</b> Caitlyn Turner, ATC
<b>Job Title:</b> Nursing Assistant – Intensive Care Nursery	<b>Physical Demand Classification:</b> Medium

PHYSICAL DEMANDS				
Activity	Amount of Time			Description of Job Tasks
	Occasional (0%-33%)	Frequent (34%-66%)	Constant (67%-100%)	
Sitting	X			Intermittent use of task chairs/stools, access work below waist level
Standing/walking			X	On level floor, computer in standing for short duration, infant care, and when assisting MD
Climbing	X			Stairs to ED, step stool 10", etc
Balancing	X			While moving and transferring infants, extended reach for supplies, etc
Bending at Waist	X			Extended reach, patient care - may be sustained for 1-2 minutes per bout, etc
Stooping, Crouching and/or Kneeling	X			Cleaning rooms and floor, accessing supplies, etc
Lifting	X			IV Unit 25#, other equipment, etc
Lifting One-handed	X			Small items, formula, etc
Pushing		X		Stabilization bed 30 lbs/f, chair 20 lbs/f, linen 10 lbs/f
Pulling		X		Stabilization bed 30 lbs/f, warmer 12 lbs/f, Isollette, chairs, etc
Reaching Below Knee	X			Access supplies, cleaning, etc
Reaching Knee to Shoulder			X	Patient care, computer work, etc
Reaching Above Shoulder	X			Up to 68" to access overhead supplies, height assist available
Handling/Grasping			X	Materials, equipment, infants, etc
Fingering/Pinching		X		Fine motor activities, keying, writing, knobs, switches, etc.
Talking			X	Communication
Hearing			X	Communication, alarms, etc
Vision			X	Visual acuity, eye-hand coordination, depth perception, observing change in status, etc
Color Vision		X		Instructions, warnings, change detection, etc

WEIGHT DEMANDS/EXERTION OF FORCE							
Weight	Lifting Levels						
	Floor	Knee	Knuckle	Waist	Chest	Shoulder	Overhead
Less than 10 lbs.	X	X	X	X	X	X	X
10-25 lbs.			X	X	X		
26-50 lbs.				X	X		
51-75 lbs.							
76-100 lbs.							
Greater than 100 lbs.							

WEIGHT DEMANDS/EXERTION OF FORCE					
Weight	Weight/Force Descriptors	Amount of Time			
		Not at All (0%)	Occasional (0-33%)	Frequent (33-66%)	Constant (67-100%)
Less than 10 lbs.	Billie bed 9#, linens 10 lbs/f, paper, other items, etc				X
10-25 lbs.	Push/pull chair 20 lbs/f, IV unit 25#, etc			X	
26-50 lbs.	Push/pull stabilization bed 30 lbs/f		X		
51-75 lbs.		X			
76-100 lbs.		X			
Greater than 100 lbs.		X			

Lifting up to **25 pounds** on an occasional basis places this position in the **Medium** physical demand classification level.

**Physical Demand Levels of Work (PDC Levels)**  
*(Based on Lifting, Pushing, Pulling, or Exerting a Force)*

PDC Level	Occasional (0-33% of workday)	Frequent (34-66% of workday)	Constant (>67% of workday)
<b>Sedentary</b>	<b>1# to 10#</b> Standing/Walking	<b>Negligible</b> Sitting	<b>Negligible</b> Sitting
<b>Light</b>	<b>11# to 20#</b>	<b>Up to 10#</b> Stand/Walk and/or Standing while pushing/pulling arm/leg controls	<b>Negligible</b> and/or Seated while pushing/pulling arm/leg controls
<b>Medium</b>	<b>21# to 50#</b>	<b>11# to 25#</b>	<b>Up to 10#</b>
<b>Heavy</b>	<b>51# to 100#</b>	<b>26# to 50#</b>	<b>11# to 20#</b>
<b>Very Heavy</b>	<b>Over 100#</b>	<b>Over 50#</b>	<b>Over 20#</b>

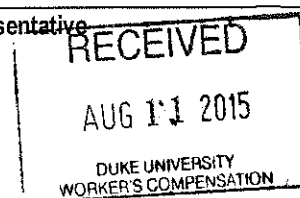
Reference: Dictionary of Occupational Titles (US Dept. of Labor, Fourth Edition, Revised 1991)

*Deborah Page*  
 Deborah Page, Chief HR Officer

8/4/2015  
 Date

*Cathy Turner ATC, CEAS*  
 Provider Representative

10/29/2014  
 Date



### Authorization For Job Specific Testing

Duke University Hospital understands that the essential functions of the employment position must be identified in order to meet the requirements for the Americans with Disabilities Act (ADA). A job analysis must be completed to quantify the physical demands of the position. This identification will result in the determination of one or more job specific tests associated with the essential functions that will either qualify or disqualify the post-offer or post employment (fit for duty) candidate for the position, with or without reasonable accommodations, if applicable.

**Department: Intensive Care Nursery**

**For the Position of:** B2 – Nursing Care Assistant [Nursing Care Assistant I (4105); Nursing Care Assistant II (4106); Nursing Care Asst, ADV FP (4511); Nursing Care Asst, FP (4274); Nursing Care Asst/Health Unit Coord (4240)]

The Company representative hereby acknowledges the following as valid job specific tests:

**Job Specific Test I: Bed Push/Pull:** Candidate will demonstrate the ability to push and pull a sled or bed weighted to require 20 lbs/force for 20 ft to simulate moving beds.

**Job Specific Test II: IV Unit Carry:** Candidate will demonstrate the ability to lift a 14 lb object from a 45" high surface, carry it 20 ft, and place it on a 45" high surface to simulate changing IV units.

**Job Specific Test III: Postural Tolerance:** Candidate will demonstrate the ability to maintain a squat or half-kneeling position for 1 minute and then transition to a forward bent position for 1 minute while performing an upper extremity task to simulate sustained work postures at waist level or below.

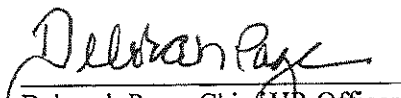
The Company representative hereby acknowledges the following as valid physical requirements:

1. Employee lifts 14 lbs occasionally (less than 33% of the time or 1-100 times per day).
2. Employee's position requires pushing/pulling a maximum force of 20 lbs

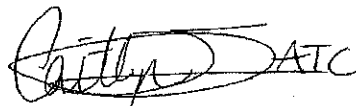
**Safe Lifting Criteria:** 12" to knuckle: 14 lbs

Company: Duke University Hospital  
Address: 2301 Erwin Rd  
Durham, NC 27710

Provider: Job Ready Services, LLC  
Address: 2300 Westinghouse Blvd, Suite 107  
Raleigh, NC 27604

  
Deborah Page, Chief HR Officer

Date



Provider Representative

3/10/2015  
Date

