

Job Description – HOME HEALTH AIDE - HOMEMAKER

Chapter 9

PURPOSE OF POSITION:

Provides personal assistance in the home to protect, stabilize and strengthen the individual or family when normal patterns of living are disrupted and assistance is needed to keep them in their home .

ESSENTIAL DUTIES AND RESPONSIBILITIES:

The following duties are normal for this position. These are not to be construed as exclusive. Other duties may be required and assigned.

1. Provides personal care, such as: tub/shower/bed bath, skin care, change sick bed linens, assist with ambulation/transfer and assist patient with prescribed exercises.
2. Provides assistance with meal planning and preparation, laundry, light housekeeping, errands.
3. Keeps records as required: daily time sheets, inclusive of time of visits and hours worked, documentation of care provided and communication with other providers (i.e. nurse, therapist).
4. Cooperates with nursing service in providing personal health care services as defined in the patient's Plan of Care to obtain the optimum level of activity.
5. Maintains contact with supervisory personnel to ensure that appropriate care and services are rendered; reports changes in client's health, behavior, and environment; records activities; and seeks guidance to improve care given.
6. Participates in staff meetings and completes at least 12 hours of continuing education annually.

MINIMUM TRAINING AND EXPERIENCE REQUIRED TO PERFORM ESSENTIAL FUNCTIONS:

- Graduation from high school or GED equivalency
- Completion of 60 hour home care aide training course OR 75 hour certified nurse aide course OR home care aide training and prior approval by the department
- Must complete the Medicare Federal regulation of competency testing and skills.
- Acts only within the scope of his or her state certification
- Must have valid driver's license, use of reliable transportation, and proof of auto insurance.
- A physical exam (including a TB test) is required at entry with TB test annually thereafter and physical exam every two years.
- The ability to take oral and written instruction.
- The ability to work in a team responsibly, but independently without direct supervision.
- The ability to record observations and activities.
- Good communication skills.
- Must be able to demonstrate the knowledge and skills necessary to provide care to and communicate with a variety of individuals.

PHYSICAL REQUIREMENTS:

- Work involves frequent activity and exertion including walking, standing, bending, stooping, kneeling, reaching (vertical and horizontal), lifting, moving bedridden clients, using fingers, hands, feet, legs and torso in providing various care services.
- Will be exposed to all temperatures and types of weather.
- Home visits daily or on weekends (call only)
- Periodic office meetings
- Must be able to adapt to client status and needs as directed.
- Able to take weekend call
- Schedule changes daily due to staffing, client condition and needs, new clients, etc.

MATHEMATICAL ABILITY:

Proficient in basic mathematics (addition, subtraction, division and multiplication).

LANGUAGE ABILITY AND INTERPERSONAL COMMUNICATION

Well organized, memory for details, ability to work independently. Work effectively with clients with emotional, adjustment and behavior problems. Respect the need for confidentiality. Read and write, follow written and verbal instructions. Keep accurate client records.

ENVIRONMENTAL ADAPTABILITY:

Work involves exposure to a variety of occupational hazards generally associated with the care of the elderly, infirmed, children and those unable to provide for basic essential services e.g. odors, human wastes, fluids, infections, syringes, needles, respiratory equipment, lifts, cleaning agents, etc.

Washington County is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, the County will provide reasonable accommodations to qualified individuals with disabilities and encourages prospective employees and incumbents to discuss potential accommodations with the employer. (041993)

Employee's Signature

Supervisor's Signature

Date

Date