



JOB DESCRIPTION
CARE PARTNER
HOME HEALTH AIDE (HHA)

JOB SUMMARY:

Provides personal care and related services in the home, under the direction, instruction and supervision of the Supervising Nurse. Tasks to be performed by an HHA must be assigned and performed under the supervision of an RN who will be responsible for the client care/services provided by the HHA. Under no circumstances may an HHA be assigned to receive or reduce any intravenous procedures, or any other sterile or invasive procedures, other than rectal temperatures.

QUALIFICATIONS:

1. Preferably a high school diploma or equivalent.
2. Current CNA certificate a plus but not required.
3. Must have completed a minimum of 40 hours of training in home health aide courses or complete home health aide competency exam as required by state regulations.
4. Current CPR/First Aid Certification
5. Level 2 Background Screening
6. Current Physical and TB test
7. Valid Driver's License and Vehicle with A/C
8. Ability to carry out directions.
9. Be free from health problems that may be injurious to client, self and co-workers.
10. Comprehends the basics of personal care, housekeeping and meal preparation.
11. Must understand and respect client's including ethics and confidentiality of care.

RESPONSIBILITIES:

1. Follows the plan of care to provide, safe, competent care/service to the client.
2. Assist client with personal hygiene.
3. Maintain clean and healthy environment.
4. Plans and prepares nutritious meals.
5. Encourages the client to become as independent as possible according to the care plan.

6. Attempts to promote client's mental alertness through involvement in activities of interest.
7. Ambulates and exercises the client as assigned.
8. Performs simple procedures as trained, e.g., range of motion (ROM) exercises as assigned.
9. Gives simple emotional and psychological support to the client and other members of the household and establishes a relationship with client and family which transmit trust and confidentiality.
10. Reports changes in the client's condition and needs to the Supervisor.
11. Perform routine housekeeping tasks to maintain a clean and healthy environment.
12. Prepares a visit report promptly and incorporates same in the client record weekly.

13. Confirms on a weekly basis, the scheduling of visits so that other necessary visits by staff members can be coordinated.
14. Works with personnel of other community agencies involved in the client's care.
15. Attends in-service as required by regulation.
16. Confer with the Supervisor about client's status and care; participate in the planning of service.
17. Promptly reports any change in client condition to the Supervisor.
18. Works within the Home Aide's scope of practice, as directed by a Registered Nurse and report in writing to the Supervising Nurse.

JOB CONDITIONS:

1. Ability to drive and ability to access client's homes which may not be routinely wheelchair accessible is required.
2. Hearing, eyesight and physical dexterity must be sufficient to perform a physical assessment of the client's condition and to perform client care.
3. On occasion, may be required to bend, stoop, reach and move client weight up to 250 pounds; lift and carry up to 30 pounds.
4. Must be able to communicate clearly, both verbally and in writing.

EQUIPMENT OPERATION:

Use of BP cuff, thermometer and stethoscope, hand washing materials.

I have read the above job description and fully understand the conditions set forth therein, and if employed as a Home Health Aide, I will perform these duties to the best of my knowledge and ability.

Date

Signature