



Job Title: Home Health Aide	Classification: non-exempt
Reports to: Area Manager / Home Health Operations	Date: 6/2014 Updated 12/16

Position Overview:

Provides support services, under the supervision of the Area Manager / Home Health Operations, that assist the client or family in the achievement of physical and emotional comfort. Must be an active Certified Nursing Assistant.

Principal Duties:

- Provides personal care services, such as:
 - Reading and recording temperature, pulse and respiration;
 - Maintaining a clean, safe and healthy environment; and
 - In bed, sponge, tub or shower bathing, shampooing in sink, tub or shower, caring for nails and skin, oral hygiene assisting with toileting and elimination.
- Applies safety principles and proper body mechanics to the performance of specific techniques of personal and supportive care such as ambulation of clients, transferring clients, assisting with the normal range of motion and positioning and doing household chores.
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- Prepares and provides adequate nutrition and fluid intake: provides medically prescribed diets under supervision and direction of the plan of care.
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- Performs homemaking and other environmental services that facilitate receiving sanitary and safe care at home.
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- Observes, reports and documents changes in client status or expectations of service promptly to a supervisor or professional.
- Meets attendance and punctuality expectations.
- Understands basic elements of body functioning and reports changes in client body functions as indicated.
- Recognizes emergency situations and implements appropriate emergency procedures when indicated.
- Demonstrates utilization of good basic infection control procedures and follows agency procedures, especially with regard to infection control, handling of hazardous wastes, and safety measures in all instances.
- Accurately documents care provided and submits visit records and mileage logs weekly.
- Attends at least 12 hours of in-service per year according to state regulation.
- Attends client care conferences as directed.

- **Maintains neat appearance in accordance with program policy and wears a name tag at all times.**
- **Adheres to agency dress code.**
- **Renders services in strict accordance with the written plan of care.**

Qualifications and Skills:

- **Successful completion of the written competency exam and the skills demonstration evaluation required for home health aide certification by the agency.**
- **Takes oral and written instruction well.**
- **Works in a team responsibly and independently without direct supervision.**
- **Records observations and activities.**
- **Good communication skills.**

Physical Demands/Environment:

- **Must be able to adapt to client status and needs as directed.**
- **Schedule changes daily due to staffing, client condition and needs, new clients, etc.**
- **Possible infections from clients, auto accidents, unsafe neighborhoods, exposure to potentially hazardous secretions or environments.**
- **May be required to lift clients and/or equipment**