

## JOB DESCRIPTION

**TITLE OF POSITION: HOME HEALTH AIDE**

**TITLE OF IMMEDIATE SUPERVISOR: Registered Nurse/Director of Nursing**

**RISK OF EXPOSURE TO BLOODBORNE PATHOGENS – HIGH**

<b>DUTIES OF POSITION</b>
1. Provides personal care and related services in the home, under the direction, instruction and supervision of the staff nurse and the Director of Nursing
2. Tasks to be performed by an HHA must be assigned by and performed under the supervision of an RN who will be responsible for the patient care provided by the HHA.
3. Under no circumstances may an HHA be assigned to receive or reduce any intravenous procedures, procedures involving the use of Levin's tubes or Foley catheters, or any other sterile or invasive procedures.

<b>POSITION RESPONSIBILITIES</b>
1. Follows the plan of care to provide, safe, competent care to the client
2. Helps the patient to maintain good personal hygiene and assists in maintaining a healthful, safe environment
3. Plans and prepares nutritious meals, markets when instructed to do so by the nurse
4. Assists the patient with ambulation and assists with certain treatments as ordered by the physician and approved and supervised by the nurse
5. Assists the therapy personnel as needed with rehabilitative processes
6. Encourages the patient to become as independent as possible according to the nursing care plan
7. Attempts to promote patient's mental alertness through involvement in activities of interest
8. Gives simple emotional and psychological support to the patient and other members of the household and establishes a relationship with patient and family which transmit trust and confidentiality
9. Reports any change in the patient's mental or physical condition or in the home situation to the staff nurse, or to the a Aide supervisor
10. Performs routine housekeeping tasks as related to a safe and comfortable environment for the patient, as instructed by the professional nurse
11. Prepares a visit report promptly and incorporates same in the clinical record weekly
12. Confirms on a weekly basis, the scheduling of visits so that other necessary visits by staff members can be coordinated
13. Works with personnel of other community agencies involved in the patient's care as directed by the nurse
14. Attends in-service as required by regulation
<b>JOB CONDITIONS</b>

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| 1. The ability to drive and the ability to access clients' homes which may not be routinely wheelchair accessible are 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/or carry up to 30 pounds.                     |
| 4. Must be able to communicate clearly, both verbally and in writing.   |
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<b>EQUIPMENT OPERATION</b>
Use of BP cuff, thermometer and stethoscope
<b>COMPANY INFORMATION</b>
Has access to all client medical records which may be discussed with the Registered Nurse and the Director of Nursing

<b>QUALIFICATIONS</b>
1. Preferably a high school diploma or equivalent
2. Must have completed a minimum of 40 hours of training which includes an introduction to personal care services
3. Must be free from health problems that may be injurious to patient, self and co-workers and must present appropriate evidence to substantiate this
4. Must comprehend the basics of personal care, housekeeping and meal preparation
5. Must understand and respect client's including ethics and confidentiality of care

<b>ACKNOWLEDGMENT</b>	
<b>Employee Signature</b>	<b>Date</b>