**Reports to:** Director of Nurses

**Department:** Clinical

**Position Summary:**

Works under the supervision of the Director of Nursing or designated registered nurse case manager. Provides direct patient care as assigned by the registered nurse. Provides quality and delivery of home health care services. Assists in the home health care services that reflect the home health care agency philosophy and standards of home health nursing care of assigned clients.

**Position Qualifications:**

* Home Health Aide is expected to pass competency examination with at least an 80% or better.
* Certified Home Health Aide/or CNA.
* High School Diploma / read, write, and understand the English language.
* Reliable transportation.
* Evidence of sympathetic attitude toward care of the elderly and chronically ill.
* Demonstrated ability to read, write, and carry out directions.
* Evidence of maturity and ability to deal effectively with job demands.
* Good verbal and written communications skills required.
* Attends twelve (12) hours of Aide oriented in-services per year.
* Participates in professional meetings when directed.
* Must be at least 18 years old.
* Must be able to pass a criminal background check.
* Must be able to pass a urine drug screen.
* Must be able to provide 3 professional references.
* Must be able to provide 3 personal references.
* First Aid Training
* CPR Certifications
* Ability to work with limited supervision.
* Ability to follow written and verbal instructions.
* Practice good personal hygiene.

**Duties:**

* Must be able to practice empathy and genuine concern for patients and their needs.
* Monitor’s patient condition by observing physical and mental condition, intake and output, and exercise.
* Supports patients by providing housekeeping and laundry services, preparing, and serving meals and snacks.
* Assists patients by providing personal services, such as, bathing, dressing, and grooming.
* Ability to lift, turn, and reposition patients that may be bed bound, in a wheelchair or any other restrictive devise.
* Helps patients care for themselves by teaching use of cane or walker, special utensils to eat, special techniques and equipment for personal hygiene.
* Helps family members care for the patient by teaching appropriate ways to lift, turn, and re-position the patient, advising on nutrition, cleanliness, and housekeeping.
* Ability to follow outlined patient care plan, as ordered by physician.
* Records patient information by making entries in the patient journal; notifying nursing supervisor of changing or unusual conditions.
* Maintains a safe, secure, and healthy patient environment by following state regulations, standards, and procedures; maintaining security precautions; following prescribed dietary requirements and nutrition standards.
* Updates job knowledge by participating in required monthly/annual in-service educational opportunities.
* Protects the home care agency and patients by adhering to professional standards, home care policies and procedures, federal, state, and local requirements.
* Enhances service reputation by accepting ownership for accomplishing new and different requests; exploring opportunities to add value to job accomplishments.
* Occasionally required to accompany patient to medical appointments.
* Monitor patients (vital signs, temperature, respiration, etc.) and report on their condition.
* Able to provide basic food preparation.
* Able to perform light housekeeping.

**Physical Requirements**

* Visual/hearing ability sufficient to comprehend written/verbal communication.
* Ability to perform tasks involving physical activity, which may include heavy lifting and extensive bending and standing.
* Able to bend and stand an average of 6 hours per day.
* Ability to lift up to 50 – 75 pounds.
* Able to work in a stressful environment.
* Able to assess and communicate with patients, co-workers, and general public.
* Is neat in appearance and practice, with good personal hygiene.

Signature of Employee\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signature of The Master’s Touch Admin Staff\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date\_\_\_\_\_\_