

HOMEMAKER

The Homemaker is a non-professional employee, trained to provide personal care and related services.

Qualifications

- Successful completion of at least 40 hours of generic training in an approved basic education program for Homemaker/Home Health Aide, with a certificate of completion
- Selected on the basis of such factors as: an interest in people, tact, a history of emotional stability, dependability in employment, neatness in appearance and practices, good personal hygiene, and good judgment

Responsibilities

- Performs household budgeting and consumer education.
- Markets to stretch the dollar and prepares nutritious and appetizing meals.
- Performs some personal care such as assistance with bathing, toileting, eating, dressing, grooming, and walking.
- Assists with simple health care routines such as reminders to maintain diet restriction, medication regimen, and recommended exercises.
- Provides skilled observation and detailed feedback to the caseworker on client's behavior, mood, and adjustment in the home.
- Teaches home management skills, and encourages and stimulates self-help attitudes and behavior.
- Gives emotional support and encouragement during period of loneliness, depressions, bereavement, etc.
- Performs routine housekeeping tasks that are required.
- Cares for clothing, washing, ironing, and mending.
- Records observation and signs each entry on the appropriate form for each visit made.
- Communicates on a weekly basis or more often as necessary with his/her supervisor.
- Immediately reports emergency situations by phone to supervisor or HHA office
- Confirms on a weekly basis the scheduling of visits with the Supervisor/Director in order to coordinate necessary visits with other personnel.
- Notifies the Agency of absences due to illness, emergency leave, normal vacation periods, or special professional meetings that will affect service with the Agency.

Homemakers should not engage in activities such as:

- Changing dressings
- Giving medication
- Physical therapy
- Assisting person in and out of tub or shower
- Giving enemas or irrigating catheters
- Speech therapy
- Positioning persons in bed for prevention of contractures

Organizational Relationship

- Reports to Clinical Manager

Special Requirements

- Must have a car with required insurance coverage and a state driver's license or reliable transportation

Functional Abilities

- Able to communicate verbally and in writing to the extent required by the position
- Able to physically perform the duties required by the position
- Able to travel to prospective clients' residences