

OROVILLE HOSPITAL
JOB DESCRIPTION

TITLE: HOME HEALTH AIDE

DEPARTMENT: GOLDEN VALLEY HOME HEALTH

REPORTS TO: DIRECTOR OF GOLDEN VALLEY HOME HEALTH/
PATIENT CARE SERVICES

The home health aide provides personal care and related services in the home. He/She functions under the direction, instruction and supervision of the nurse and Director of Home Care and/or appropriate supervisor in accordance with the Plan of Treatment.

QUALIFICATIONS

- Current CNA/CHHA Certification for California Department of Health Services and meets the definition of a home health aide under applicable federal Medi-Care requirements.
- Satisfactory performance on a competency evaluation and annual re-evaluation.
- Has the emotional and mental maturity necessary for establishing and maintaining a good work relationship with the patient, patient's family, and the personnel of the Agency.
- Current CPR card.
- Reliable means of transportation.
- A valid California drivers license and a clean Department of Motor Vehicles record.
- Automobile insurance = \$100,000 combined single limit (CSL) underlying auto or \$100,000/\$100,000/\$50,000 split limits.
- Occasional lifting, not more than 100 pounds with help, and/or carrying objects weighing up to 50 pounds. Sedentary: Frequent sitting, up to 4 hours a day.

OROVILLE HOSPITAL HOME CARE JOB DESCRIPTION
AND EMPLOYEE EVALUATION

NAME _____ DATE OF HIRE _____

DEPARTMENT GV HOME HEALTH POSITION: HOME HEALTH AIDE

STANDARDS OF PERFORMANCE

(0) DOES NOT MEET STANDARD

(1) MEETS STANDARD

RESPONSIBILITIES

STANDARDS OF PERFORMANCE

	0	1
By following the Home Health Aide Assignment form which has been completed by the nurse or therapist, the aide provides the following:		<u>1</u>
Assisting patients with bath, care of mouth, skin, hair.	___	___
Assisting patients in and out of bed and assisting with ambulation.	___	___
Assisting with prescribed exercises which patients and home health aides have been taught by appropriate health personnel.	___	___
Preparing of meals and assisting patients with eating.	___	___
Assisting patients to bathroom or in using bedpan.	___	___
Performing household services which will facilitate the patient's self-care at home and are necessary to prevent or postpone institutionalization.	___	___
Assisting with medications that are ordinarily self-administered.	___	___
Reporting changes in the patient's condition and needs.	___	___
Completing appropriate records.	___	___
Assists with certain treatments as ordered by the physician and approved and supervised by the registered nurse.	___	___
Assist the therapy personnel as needed with rehabilitative processes.	___	___

RESPONSIBILITIES

STANDARDS OF PERFORMANCE

	<u>0</u>	<u>1</u>
Encourages the patient to become as independent as possible according to the nursing plan.	___	___
Attempts to promote patient's mental alertness through involvement in activities of interest.	___	___
Gives simple emotional and psychological support to the patient and other members of the household.	___	___
Establishes a relationship with patient and family which transmits trust and confidentiality.	___	___
Prepares a report of her visit on the day it is performed and incorporates same in the clinical record weekly as directed.	___	___
Reports any change in the patient's mental or physical condition in his home situation to her immediate supervisor, the staff nurse, or to the aide supervisor.	___	___
Carries out her assignment as instructed by the registered nurse and reports to the nurse when he/she is unable to do so.	___	___
Works with personnel or other community agencies involved in patient's care as directed by the staff nurse.	___	___
Performs routine housekeeping tasks as related to a safe and comfortable environment for the patient, as instructed by the professional nurse.	___	___
Attends inservice as required by state and federal regulations.	___	___
Demonstrates a high level of initiative with patient care.	___	___
Carries out assignments without direction.	___	___
Demonstrates accuracy, thoroughness and orderliness in performing patient care assignments.	___	___

PROFESSIONALISM OF ROLE:

- License and certification current on file. _____
- Basic CPR current. _____
- Valid auto license. _____
- Current auto insurance. _____
- Safety manual review/passes annual test. _____
- Age specific competency/passes annual test. _____
- National driving competency/passes annual test. _____
- Maintains current education (CE) on file. _____
- Attends staff meetings 75% or reads minutes. _____
- Professional liability and malpractice insurance,
when contracted. _____
- Skills check list complete 100%. _____

PROFESSIONAL COMMITMENT:

- Follows dress code and inspires confidence in hi/her
care by his/her professional appearance and behavior. _____
- Reports for duty on time 95% _____
- Attendance: Ill not more than 12 days per year. _____
- Demonstrates cost effective use of supplies and equipment. _____
- Demonstrates efficient and cost effective practices. _____
- Demonstrates cooperative team practices. _____
- Demonstrates mission statement knowledge and practice. _____

EMPLOYEE GOALS AND

COMMENTS: _____

EMPLOYEE'S SIGNATURE: _____ DATE: _____

CLINICAL SUPERVISOR/CHARGE

NURSE: _____

CLINICAL SUPERVISOR/CHARGE NURSE: _____

DATE: _____