



HOME HEALTH CARE

JOB DESCRIPTION

Companion/Homemaker

REPORTS TO: DIRECTOR OF NURSING – APPROVED BY: PRESIDENT – APPROVED DATE: FEBRUARY 1,2006

SUMMARY

The Companion/Homemaker provides companionship to those individuals requiring socialization and/or minimum guidance to assure a protected environment and performs home management services within the client's home.

ESSENTIAL DUTIES AND RESPONSIBILITIES include the following. Other duties may be assigned.

- Provide companionship by reading, conversation, and listening.
- Participates in appropriate recreational activities and hobbies for social and sensory stimulation.
- Assists patient/client in completing necessary phone calls, letter writing, etc.
- Maintains a safe home environment for the client.
- Accompanies patient/client on walks, community trips, doctor's office, bank, etc.
- Reminds client to take self-administered medications.
- Informs staffing coordinator of any changes in assignment.
- Provides emotional support and promotes a sense of well-being.
- May plan light housekeeping task such as preparation of a meal or laundering clothes.
- May perform light housework to maintain a clean, neat environment.
- Assists in the maintenance of a safe and healthy environment. Uses equipment and supplies and properly.

This job description is not intended to be all-inclusive. The employee will be expected to perform other reasonable related duties as assigned by management.

QUALIFICATIONS

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

EDUCATION AND/OR EXPERIENCE

High school diploma or general education degree (GED) or equivalent preferred. Training in the topics related to human development and interpersonal relationships, nutrition, shopping, food storage, use of equipment and supplies, planning and organizing of household task and principals of cleanliness and safety.



LANGUAGE SKILLS

Ability to communicate effectively with patient/client, family members, clinical management, and staff. Ability to read and interpret documents such as safety rules, operating and maintenance instructions, and procedure manuals. Ability to write routine reports and correspondence.

REASONING ABILITY

Ability to apply common sense understanding to carry out simple or two-step instructions. Ability to deal with simple problems in the home setting.

OTHER SKILLS AND ABILITIES

Communication skills, light housekeeping skills, cooking, cleaning, and shopping. Good physical and mental health. Caring attitude, tact, patience, and good personal hygiene.

PHYSICAL DEMANDS

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.



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PHYSICAL DEMANDS

The work requires light physical exertion on a regular and recurring basis such as: driving, assisting patient in transfer activities, and light housekeeping.

While performing the duties of this job, the employee is regularly required to stand, walk, use hands to finger, to handle or feel, and reach with hands and arms. The employee frequently is required to stoop, kneel, crouch, or crawl; talk or hear, and taste or smell. The employee is occasionally required to sit. The employee must occasionally lift and/or move up to 50 pounds. Specific vision abilities required by this job include close vision, color vision, peripheral vision, depth perception, and ability to adjust focus.

WORK ENVIRONMENT

The work environment characteristics described here are representative of those employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

* Patient home setting, exposure to infectious diseases, automobile.

Supervisor Signature

Date

Employee Signature

Date

Title

(Signing this document acknowledge that the job description and responsibility have been reviewed with me, the employee)