

Job Description – Home Health Aide (HHA)

Job Summary:

An individual who, under supervision, provides assistance with nutrition & environmental support, personal hygiene, feeding and dressing.

Organizational Relationship:

Has successfully completed one of the following:

1. Demonstrated competency by passing a competency exam developed by the Agency or other entity which meets the PA regulatory requirements.
2. A training program developed by the Agency that meets all the PA state requirements.
3. A training program meeting the training standards by virtue of the agency's participation as a provider in a Medicaid Waiver or other publicly funded program providing home & community-based services.
4. Another program identified by the PA DOH by subsequent publication in the PA Bulletin or on the DOH website.
5. Practices good hygiene & is neat in personal appearance.
6. Must have criminal background check.

Responsibilities:

Personal Services – assists with:

- Bathing (tub, shower, or bed)
- Oral hygiene
- Grooming & care of hair
- Ordinary care of nails
- Routine skin care/lotion massage
- Positioning & turning of clients that cannot assist self – in bed & chair
- Elimination
- Assist with eating, dressing, walking, & toileting
- Remind client to take self-administered medications

Homemaking – assists with:

- Meal planning & preparation in accordance with complex & modified diets
- Feeding
- Linen change (occupied & unoccupied)
- Laundry (Clients only)
- Light housekeeping; washing dishes, clean kitchen, dust & vacuum, only those rooms the client uses
- List needed for supplies & grocery shopping

HHA ARE REQUIRED TO:

- Follow universal precautions whenever giving any aspect of Client service.
- Maintain confidentiality.
- Perform ONLY those functions specified for each individual Client on the service plan.
- Respond to the physical, emotional, & developmental needs of Clients.
- Follow emergency procedures in the event of any incident, accident, injury, or significant change in Client's condition.

Functional Abilities:

- Can lift, turn & transfer weights up to 200lbs.
- Can carry bundles upstairs weighing up to 10lbs.
- Can stoop & bend.
- Can travel to prospective Client's place of residence.
- Can hear and effectively communicate with the Client.

Employee Signature

Date