

CAREGIVER: COMPANION CARE AIDE/HOMEMAKER/SITTER

JOB SUMMARY:

Provides home care non- medical services to seniors, new mothers, and those requiring a little extra assistance. Services may include: companionship, meal preparation, light housekeeping, laundry, shopping, clothing shopping, running errands, organizing incoming mail, grooming and dressing assistance, recreational activities, periodic review with family and providing transportation to physician appointments, beauty salons.

ESSENTIAL FUNCTIONS:

- Understands and adheres to established FirstLight HomeCare policies and procedures.
- Performs homemaking and companion care as assigned.
- Completes appropriate visit records in a timely manner as per FirstLight HomeCare policy.
- Reports changes in the client's condition and needs to the appropriate supervisor.
- Performs household services essential to home care in the home as assigned.
- Provides companionship to client and assists client with organizing mail and magazines.
- Prepares and serves meals and/or snacks.
- Provides grooming and dressing guidance.
- Provides light housekeeping and laundry/linen service including washing, ironing, and folding clothes.
- Provide shopping service to client including grocery, and clothes shopping.
- Provide incidental transportation for client which includes visits to doctors, friends, family members, and/or stores.
- Provide assistance and planning of client's recreational/social activities and events.
- Attends in-service and continuing education programs as scheduled and necessary.
- Attends client care conferences as scheduled.

JOB SPECIFICATIONS:

- Must be at least 18 years of age.
- Have an empathetic attitude toward the care of the sick and elderly.
- Ability to carry out directions, read and write, exchange accurate information with clients and staff members.
- Maturity and ability to deal effectively with the demands of the job.
- No experience necessary; however, employee must complete and pass the FirstLight Companion Care Skill Competency, as appropriate. This training and competency can include but is not limited to understanding of the needs of the populations served, basic meal preparation, provision of transportation services, housekeeping, home safety, handling emergencies in the home and infection control.

Working Environment:

Works indoors in FirstLight HomeCare office, and client homes, including temporary client's residence such as skilled nursing facilities, and travels to/from client homes.

Lifting Requirement:

Ability to perform the following tasks if necessary:

- Participate in frequent physical activity.
- Maintain stamina during extended periods of time while standing and being involved in physical activity.
- Moderate lifting not to exceed 25 pounds.
- Constantly position self to do extensive bending, lifting and standing on a regular basis to assist clients.

Risk Exposure:

High Risk

JOB RELATIONSHIPS:

Supervised by: Care Coordinator

Nothing in this job description restricts management's right to assign or reassign duties and responsibilities to this job at any time. This job description is subject to change at any time.

I have read the above job description and fully understand the conditions set forth therein, and if employed as a caregiver, homemaker, sitter or companion care aide, I will perform these duties to the best of my knowledge and ability.

Date

Signature