

Home Instead Senior Care

CAREGiver Job Description

Prescott Sanchez, Inc. dba Home Instead Senior Care

Objective:

Home Instead Senior Care CAREGivers provide a variety of non-medical services that allow seniors to remain in their homes. These services are meant to enhance the quality of life for seniors. Home Instead Senior Care CAREGivers help clients and their families meet the challenges of aging with dignity, pride, care and compassion.

Primary Responsibilities:

- Reflect the core values of Prescott Sanchez, Inc., (d.b.a. an independently owned and operated Home Instead Senior Care franchise).
- Contribute to a positive living environment to enhance a client's quality of life
- Document daily activities and report any significant changes in a client's needs or living conditions
- Maintain regular communication with supervisor and office staff

- Provide **Companionship & Home Helper** services which could include:
 - Companionship and conversation
 - Providing stabilization and assistance with walking
 - Preparing meals and cleaning up meal-related items
 - Providing medication reminders and appointment reminders
 - Performing light housekeeping tasks (dusting, vacuuming, making beds, changing linens, cleaning bathrooms, kitchens, etc.)
 - Washing and ironing laundry
 - Running errands
 - Accompanying clients to appointments

- Provide **Personal Care** services which could include:
 - Assisting with bathing
 - Assisting with grooming
 - Assisting with toileting and incontinence issues

- Provide **Specialized** services which could include:
 - Advanced Alzheimer's/Dementia Care
 - Hospice Care
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Secondary Responsibilities:

- Participate in company sponsored training and social events including CAREGiver meetings
- Report hours according to office policy & communicate changes in availability in a timely manner
- Participate in bi-annual J.D. Power and Associates Satisfaction Survey
- Document client information in Client and Life Journal
- May require you to run errands and provide incidental transportation for a client using your vehicle or a client's vehicle.
- Perform other reasonable duties as assigned

Essential Job Requirements:

- Ability to lift, push or pull 25 pounds
- Ability to bend, twist, stoop, kneel and reach
- Complete a criminal background check, DMV check, pre-employment drug screen, 3 professional and 3 personal reference checks
- Possess a valid driver's license
- Possess valid auto insurance
- Ability to withstand exposure to dust, mold, mildew and cleaning solutions
- Ability to treat and care for clients and their property with dignity and respect
- Ability to adapt to various living environments and locations
- Ability to communicate with clients in a friendly and congenial manner

This document describes the general nature and level of work for the position. It is not a comprehensive list of its responsibilities, duties, skills, efforts and conditions. Your employer reserves the right to modify the description in the future with or without notice. The responsibilities for this position are subject to possible modification to reasonably accommodate individuals with disabilities.

Your employer is Prescott Sanchez, Inc. (d.b.a. an independently owned and operated Home Instead Senior Care franchise). Your employer is not Home Instead Senior Care.

I have read and thoroughly understand the duties of the CAREGiver position.

Employee Signature

Date

Supervisor

Date