

Homemaker

Qualifications:

- Must be organized and detail orientated.
- Some evidence of competency in training areas
- Reliable and safe transportation and auto insurance
- Must be proficient in reading, writing, and speaking English
- One year experience in the Healthcare field preferably in Home Care
- TB clearance

Duties:

- * Helping with personal errands
- * Washing dishes and putting them away
- * Cleaning, sweeping, mopping, vacuuming and dusting
- * Changing linens and making beds
- * Organizing closets and drawers
- * Emptying the trash
- * Grocery Shopping
- * Watering and caring for houseplants
- * Planning meals, shopping for ingredients and preparing future meals.
- * Must take progress notes everyday and document on back of timesheet what was done for the day.
- * Any change in condition must be notated under the progress notes, but also must tell the Nurse Supervisor about the changes in the client's condition.
- * Must read Care Plan to be able to initial the correct boxes for services worked for each client. If you do not understand anything on the Care Plan please communicate with the Supervising Nurse.

Information regarding a patient of this company shall not be released to any source outside of this company without the signed permission of the patient. Furthermore, information will only be released internally on a need-to-know basis. All employees will not discuss patient cases outside the office or with anyone not employed by this company unless they are directly involved with the patient's case. I have read and understand this job description. I also understand that this job description, in part, governs my employment. I, further, understand that employment is At-Will, dictated by company and consumer choice.

Employee Printed Name

Employee Signature

Date