CAREGIVER JOB DESCRIPTION

As a CAREGiver, you provide a variety of non-medical services that allow seniors to remain in their homes.

These services generally fall under three categories:
- Companionship
- Home Helper
- Personal Care

Companionship

Companionship services are those that stimulate, encourage and assist an individual.

The primary responsibilities of Companionship services include the following:
- Providing companionship and conversation
- Providing stabilization and assistance with walking
- Preparing meals and cleaning up meal-related items
- Providing medication reminders and appointment reminders

Home Helper

Home Helper services generally involve light housekeeping, errands or incidental transportation.

The primary responsibilities of Home Helper services include the following:
- Performing light housekeeping tasks (dusting, vacuuming, making beds, changing linens, cleaning bathrooms, kitchens, etc.)
- Washing and ironing laundry
- Running errands
- Accompanying clients to appointments

Personal Service

Personal Services are personal in nature and often include assistance with activities of daily living.

The primary responsibilities of Personal Services include the following:
- Assisting with bathing
- Assisting with grooming
- Assisting with toileting and incontinence issues

Secondary Responsibilities

Secondary responsibilities include the following:
- Contributing to a positive living environment to enhance a client's quality of life
- Performing other reasonable duties as assigned
- Reporting hours according to office policy
- Reporting any significant changes in a client's needs or living conditions
- Regularly communicating with supervisor and office staff

Each Home Instead Senior Care franchise office is independently owned and operated.

Essential Qualifications

- Must be minimum of 19 years of age
- Holds the minimum education, experience and skills to perform responsibilities
- Must have and continue a clean Criminal Background report
- Must have and continue a clean Sex Offender report
- Must have and continue a clean Child and Adult Protective service report
- Must have and continue a clean Driving Record showing 3pts or less
- Understand, speak, read and write English clearly
- Ability to lift, push or pull 25 pounds
- Ability to bend, twist, stoop, kneel, and reach
- Ability to walk independently up and down a normal flight of 13-15 stairs
- 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

Special Dress Code Requirements

Home Instead Senior Care Logo Shirts **Only- white, purple or black** may be worn with pants, capri's or knee-length shorts. No BLUE jeans. Ripped or tight garments are not allowed. You may wear a shirt under your logo shirt if you prefer. Casual dress shoes or tennis shoes are appropriate. Open-toed shoes are discouraged due to safety concerns.

Your purple name tag or lanyard should be worn at all times unless the client requests otherwise. If you prefer an engraved, magnetic name tag (no photo), you may order one with the CAREBucks you earn or pay cash.

In the winter, when LPS closes due to blizzard-like conditions, you may wear nice, dark, blue jeans to your shift *if it is to a private home*. Also, be sure to wear boots and a heavy coat as you may be required to walk several blocks to get to the home.

For those CAREGivers doing overnight shifts, you may dress more comfortably.
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Potential Qualifications

The CAREGiver position may require you to run errands and provide incidental transportation for a client using your vehicle or a client's vehicle. You must have own vehicle and provide a valid driver's license and current auto insurance.

Potential Schedules

The CAREGiver position provides opportunities for a variety of shifts, including overnight.

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 KUHNS KARE, Inc. d.b.a. an independently owned and operated Home Instead Senior Care franchise. Your employer is not Home Instead Senior Care. This job description does not create an employment contract, nor imply it. employment with your employer remains at will.