



# Regional Consolidated Services

## Job Description

Department Home Care

Job Title Geriatric Attendant

### Purpose:

To provide quality care to homebound clients through observation, assessment, training, etc. to enable these clients to remain in their homes rather than be institutionalized.

### Essential Functions and Responsibilities:

1. Attend in-service training and staff meetings
2. Assist in assessment and planning of client care by observing and reporting general as well as changes in appearance, behavior and responses of clients, including specific complaints or comments related to client's physical or mental condition in response to care, treatment, and procedures performed.
3. Implement client care according to care plan.
4. Perform basic housekeeping tasks (i.e., sweeping, vacuuming, dusting, mopping, dishes).
5. Provide companionship and emotional support.
6. Prepare simple meals.
7. Shop for food from written or oral instructions from client/family.
8. Observe and report abuse, neglect, illness, etc.
9. Assist with mobility and toileting, using assistive devices as needed.
10. Care for normal, unbroken skin.
11. Assist with personal and oral hygiene.
12. Provide basic first aid and change non-sterile dressings.
13. Make beds, occupied and unoccupied.
14. Assist with feeding, dressing, and range of movement exercises.
15. Give bed bath.
16. Take/record temperature, pulse, and respiration, blood pressure, height and weight.
17. Assist with prescribed physical/occupational therapy.
18. Consistent and regular attendance is required.
19. Other duties as required according to client care plan.

### Other Duties and Responsibilities:

1. Make minor repairs to house and furnishings.
2. Assist in mending/purchasing clothing or other household items.

### Supervisory Responsibilities:

None

### Knowledge and Skills:

1. Read and understand safety rules, operating and maintenance instructions, and procedure manuals.
2. Ability to keep records.
3. Communicate in oral and written form.

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4. Follow oral and written instructions.
5. Add, subtract, multiply, and divide all units or measure, using whole numbers, common fractions, and decimals.
6. Apply common sense understanding to carry out instructions furnished in writing, oral or diagram form.
7. Able to deal with problems involving several concrete variables in standardized situations.

**Fiscal Responsibility:**

None

**Physical Demands:**

Possess physical ability and stamina to stand, sit, walk, hear, talk, smell, feel, reach, climb, stretch, balance, stoop, kneel, crouch and crawl. Able to lift and/or move up to 25 pounds and occasionally up to 50 pounds or more. Able to see at close range, and at a distance, distinguish colors, peripherally, depth perception, and ability to adjust focus.

**Working Conditions:**

Work sites are individual homes so staff may occasionally be required to work in homes with varying levels of cleanliness, noise or work in home with animals.

**Qualifications:**

Must be certified nursing assistant in good standing on North Carolina registry. Possess and maintain a valid driver's license. Must transport self to client homes and have reliable transportation available during all working hours.

**Classification:**

Nonexempt. The RCS Home Care director will directly supervise this position.

*Staff Name:* \_\_\_\_\_

*Staff ID Number:* \_\_\_\_\_