

### **Job Requirements for Caregivers**

This position requires that we run a level II background screening, motor vehicle check and a drug test after you have been hired. If you are hired, we ask that you pay the cost for this up front or out of your first paycheck. The accumulative cost for this is \$92.25. You will also be required to complete a CPR course within your first 90 days of employment, if you do not have a current CPR certification. The cost for this class is your responsibility.

#### **Companionship**

- Providing companionship/conversation
- Medication Reminders
- Appointment Reminders
- Prepare grocery list, check expiration on food
- Assist with mail organization
- Assist with telephone calls
- Escort to recreational activity/Doctor appointments
- Supervision/Monitor activities of daily living
- Accompany on walk/Recreational activities
- Provide cosmetic assistance, such as brushing the client's hair, assisting with make-up, filing and polishing nails (No clipping nails)
- Stabilize the client when walking

#### **Homemaking(Light Housekeeping)**

- Preparation of meals and meal planning
- Vacuuming
- Dusting
- Wet mop floor
- Make beds/Change linens
- Clean kitchen/Wash dishes
- Clean refrigerator
- Laundry- wash/dry/fold/ironing
- Take out trash
- Grocery shopping/Putting away groceries
- Clean bathrooms
- Pet care
- Care for houseplants
- Assistance with moving/packing

#### **Other Duties...**

- Making sure the client's home is a safe environment, free of fall risks and clutter, if possible
- Making sure your hours have been turned in as instructed by your supervisor or other office staff
- Always call the office with questions or concerns you may have about your client or any changes in the client's living conditions
- Being a positive influence in your client's home and never bringing negativity into the home
- Being respectful of your client and their belongings, treating them as you would your own things