



Kansas City (913) 262-3100

Topeka (785) 291-2900

Home Health Aide (HHA)

Provides personal care services under the direction of a registered nurse. The home health aide is assigned to specific clients by the Nursing Coordinator/Staffing Coordinator to perform services for clients as necessary to maintain their personal comfort.

Reports to: Nursing Coordinator/Staffing Coordinator

Qualifications:

- Successful completion of a formal certification program;
- Current home health aide certification;
- Be at least 18 years of age;
- Preferred minimum of six months work experience in a supervised setting, preferably health care facility;
- Demonstrated ability to read, write, and follow a written plan of care;
- Good interpersonal skills;
- Must have reliable form of transportation
- Valid driver's license, preferred.

Job Functions:

- Communicate effectively with all members of the interdisciplinary team through verbal reports, participation in staff meetings, and team conferences, as requested.
- Maintains confidentiality in all aspects of the job;
- Maintains credentialing requirements as outlined by the State of Kansas;
- Complete all required training(s) as directed by agency policies.
- Performs simple procedures as an extension of services under the direction of the Nursing Coordinator.
- Performs personal care activities including but not limited to,



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Home Health Aide (HHA), cont'd

bathing, shampooing, oral care, etc.

- Performs household services essential to healthcare at home, including but not limited to meal preparation, laundry, light housekeeping.
- Reports any observed or reported changes in conditions to Nursing Coordinator.
- Documents care provided as required by agency policy.
- Promotes personal safety and a safe environment for clients by observing infection control practices.
- Demonstrates safe practice in the use of equipment.

I have read and understand the above job description of the Home Health Aide.

Applicant signature: _____

Date: _____

Employee signature: _____

Date: _____