

**BROCKTON VISITING NURSE ASSOCIATION  
JOB DESCRIPTION**

**TITLE:** Certified Home Health Aide – Hospice

**SUPERVISED BY:** Registered Nurse and/or Clinical Manager

**JOB SUMMARY:**

The Certified home Health Aide – Hospice will be responsible for providing personal care and limited home management services to terminally ill hospice patients in their place of residence. The Certified Home Health Aide - Hospice's daily schedule is prepared by the Clinical Scheduling Department and may range from total bed care to ambulatory patients. . Following the Patient's Care Plan, the Certified Home Health Aide – Hospice provides all assigned services to each of his/her assigned patients. Adheres to all Agency policies, including, but not limited to, the Confidentiality Agreement Personnel Policies, and Clinical Policies and Procedures as indicated.

To provide assistance and understanding to the family and in time of bereavement. To work as a member of the Hospice team in providing Hospice care within the guidelines of the interdisciplinary group care plan.

**RESPONSIBILITIES:**

1. Under the direction and ongoing supervision of the registered nurse, provides essential personal care assistance to the patient:
  - Bath, care of mouth, skin and hair.
  - Bathroom or in using bedpan or commode.
  - Bed transfers as well as ambulation activities as ordered under the care plan.
  - Range of motion exercises which the Aide has been taught by appropriate professional personnel.
  - Performing such incidental household services as are essential to the patient's wellbeing at home.
  - Preparing meals including special diet.
  - Takes a patient's temperature, pulse, respirations and blood pressure if assigned by a registered nurse.
  - Assists with shopping if the patient has no other resource available.
  
2. Provides emotional support and compassionate care to the patient and family unit.

- Demonstrates listening skills.
- Offers encouragement when appropriate
- Maintains required competency and skills.
- Reports any changes in the patient's condition or family situation immediately by calling the Hospice office and notifying the RN.
- Practices Standard Precautions according to OSHA regulations and policy.
- Adheres to all policies and procedural guidelines.
- Attends at least twelve (12) hours of in-service education programs per year.
- Maintains current certification as required by the State.
- Maintains current knowledge and practice of infectious disease protocols.
- Practices patience in voice and manner.
- Documented initial and ongoing every 14 day supervision and evaluation by RN on practices.

### **QUALIFICATIONS:**

- High School Diploma or GED.
- Graduate from an approved training and competency course.
- Must meet Federal Home Health Aide Competency Exam requirements.
- Ability to work independently, make accurate, and at times, quick judgments.
- Ability to respond appropriately to crisis outside of a hospital setting.
- Acceptance of and adaptability to different social, racial, cultural and religious modes.
- Minimum of (2) two years of experience as either a Certified Nursing Assistant or as a Home Health Aide.
- Active patient contact within the past (3) three years.
- Must possess reliable transportation and valid driver's license.

### **Standards:**

Demonstrates a commitment to the provision of superior home health services, community education, and health promotion outlined in the Mission Statement, and to our values. Demonstrates skills to assist clinicians and to follow through to meet deadlines and timeframes.

All employees of BNVA are expected to display the highest standards of service excellence and embody the BVNA's motto of "More than you'd expect from home care." In order to do so, the BVNA's values (shown below) will be demonstrated throughout the course of each employee's daily activities.

The BVNA is an equal opportunity employer and will not discriminate, or tolerate discrimination, against any applicant or employee in any manner prohibited by law. Applicants may request any accommodation needed to enable them to complete the application by contacting the Human Resources Department Representative.