

**MyCare Family Community Supports
Homemaker DSP - Job Description**

Employee Name: _____

Immediate Supervisor: _____

Effective Date: _____

Purpose

- To assist individuals in performing the functions of daily meaningful routines in the community with as much independence as possible.
- Under general supervision, to guide individuals to be self-directed by teaching decision making skills and encouraging independence as defined in each person's Plan of Care.
- Provides assistance in a manner that supports the personal dignity of the consumers.
- To support stress training in the activities of daily living; self-advocacy; adaptive and social skills; and vocational skills.

Responsibilities

- Supports the mission, vision, and philosophy of MyCare Family Community Supports. Facilitates and supports the implementation of policies and procedures. Supports and facilitates positive interaction with others by exhibiting: Individual maturity, respect for others, a team-centered approach, maintenance of confidential information, and an appreciation of a multicultural workplace.
- Exhibits effective communication skills. Participates in appropriate professional development programs to attain and maintain competency. Effectively manages financial and physical resources to achieve MyCare Family Community Supports' objectives.
- In conjunction with the team, develops and maintains a schedule of activities based upon the interests of the individual served.
- Support the individual served to facilitate independence and promote integration into the community. Provide services on a one to one basis.
- Assist the individual served in any or all of the following areas:
 - Routine household tasks and maintenance
 - Activities of daily living
 - Personal hygiene
 - Shopping
 - Money management
 - Socialization
 - Relationship building

- Leisure choices
- Participation in community activities
- Therapeutic goals
- Non-medical care
- Follow individual service plans for each individual client.
- Maintain detailed documentation of participant progress and activities.
- Offer basic first aid and seizure monitoring, as needed.
- Regularly attend mandated trainings and staff meetings.
- Complete other documentation as required.
- Works collaboratively with other members of the clients' team.
- Perform other duties as assigned.

Qualifications and Requirements

- Possess the minimum of a high school degree or GED and are at least 18 years of age; or are 21 years of age.
- Be able to communicate effectively with the participant and the participant's family.
- Be able to demonstrate competence and knowledge on topics required to safely support a participant as described in their person-centered plan of care.
- Have a clear criminal background check and subject to random criminal background checks annually.
- Have a clear CAN Registry and subject to random CAN Registry checks annually.
- Have a clear Caregiver Misconduct check.
- Have a negative drug screen and subject to random drug screenings annually.
- Possess a negative TB skin test or chest x-ray upon hire and maintain a negative TB skin test/chest x-ray/TB Assessment thereafter.
- Possess and maintain current CPR and First Aid Training.
- Complete and pass all required trainings as assigned on College of Direct Support, state mandated Medication Administration training and Crisis Prevention and Intervention training.
- Complete all required training by MyCare Family Community Supports to obtain and maintain employment.
- Be willing to meet any additional requirements to meet the needs of the participant.

I have read and understand my responsibilities as a Community Living Supports Direct Support Professional to the individual and to MyCare Family Community Supports; as well as the agreement of both parties.

DSP Printed Name

DSP Signature/Title

Date

MyCare DSP Supervisor Printed Name

MyCare DSP Supervisor Signature/Title

Date