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CHHA JOB DESCRIPTION

Reporting Structure: Reports directly to the Nurse Supervisor

Qualifications:

1. Holds a current certificate as a CHHA issued by the New Jersey Board of Nursing.
2. Cleared background check with good record standing.

Duties & Responsibilities:

1. Maintains a safe environment for the client.
2. Provides or assists with full or partial bath in the bed or in the bathroom (tub baths or showers may only be given with approval from the RN).
3. Assists with client's personal grooming, including care of hair, teeth and mouth, dressing, shaving (with electric razor only) and nail care. NO CUTTING OF NAILS.
4. Prepares and serves meals according to the client's dietary requirements and assists clients with feeding.
5. Assists clients on and off the bedpan, commode or toilet. Ensure regular "turning" of "bed bound" client to prevent bed sores. Demonstrate appropriate skin care techniques.
6. Assists clients with walking and with transfers from bed to chair or wheelchair. The Nurse supervisor will assess transfers for both client and employee safety.
7. Assists with pre-poured medications ordered by the doctor. CHHAs, by law are not permitted to dispense medications from a prescription bottle. They may remind clients to take their medication or hand them to a client if the medication is in a "pre poured daily/weekly medication dispenser".
8. Follows orders and keeps simple records as instructed by the RN.
9. Record all pertinent information on the activity sheet accurately and in a timely manner.
10. Carry out necessary light housekeeping duties including dusting, bed making, dish, washing within kitchen and relevant cleaning within bedroom, bathroom and /or living area.
11. Accompany client to medical visits, e.g. hospitals or Physician Office. **Note:** CHHAs are not permitted to drive clients. Emergency transportation must be done by ambulance.
12. Complete errands to grocery store, pick up medications etc., as requested by client.
13. Carry out personal laundry functions only for the client.
14. Adhere in Universal Precautions, aseptic techniques and infection control guidelines.
15. Demonstrate the ability to communicate with the client, his/her family member or representative.
16. Provides socialization, comfort, company, empathy and support for the client.
17. Adhere to policies regarding confidentiality as per Agency protocols.
18. Ensure hours and attendance information is recorded and reported in a timely manner as per Agency protocols.

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

Signature over printed name of CHHA: _____ **Date:** _____