

**PERCO INCORPORATED**  
**Direct Support Professional (DSP)**

**At Will Employment:** The employee acknowledges that this position is an “At-Will” position subject to discharge without just cause, with or without reason(s) and upon written notice. Likewise, the Employee may terminate employment without showing cause.

**Probationary Period:** 90 Days

**Requirements:** High School Diploma or Equivalent.  
Dept. of Developmental Disabilities Adult Service Registration.  
Must have good oral and written communication skills.  
Use technology and software.  
Have a valid driver’s license, good driving record and insurable.  
Expected to work as scheduled.  
Background check, drug screen and physical required, at PerCo Inc.’s expense.

**Physical Requirements:** Must be able to stretch, reach, bend over, push, and pull loads. Must be physically capable to lift, carry, and move clients, equipment, and supplies in a safe manner, according to in-service training.

**Supervisor:** Operations Manager

**Regular hours of work:** Monday-Friday up to 40 hrs. May be required to flex schedule as assigned by supervisor.

**Notice:** Working conditions may exist that are not as such as normally existing in the occupation of the public employee. These conditions may include exposure to bloodborne pathogens, communicable disease, potentially infectious material, and/or aggressive behavior.

Provide primary supervision for several assigned individuals in a variety of settings, including but not limited to, the training facility. Train individuals in specified skill areas based on Individual Service Plan (ISP) objectives. Provide personal assistance to individuals based on individual need. Administer medication and delegated nursing tasks as authorized and trained. Provide supervision for individuals from other crews as needed.

Integrate individuals into the community by taking trips to the store, post office, etc. learning daily living skills and necessities. Making visits to community buildings to learn about their community. Leisure trips to the park, lunch outings to local restaurants, etc. Teaching good habits, manners, and behavior.

Maintain a safe and healthy work site. Follow all safety rules and precautions to operate and maintain equipment and vehicles, and when necessary, through the utilization of protective equipment and decontamination techniques.

Take data, using provided software and technology, and prepare reports for assigned individuals including, but not limited to, time sheets, production reports, daily documentation sheets, activity logs, baselines, behavior plans, delegated nursing, 180-day reviews, annual Individual Service Plans, incident, and accident reports.

Participate in developing and implementing ISP's (Individual Service Plan) in coordination with the interdisciplinary team.

Participate in Inservice and training sessions.

Provide transportation for individuals as needed and perform other duties as required.

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Employee Signature

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Date