



Human Resource Department
 26 Church Street
 Lyons, New York 14489

JOB ANNOUNCEMENT – PLEASE POST
 2020-35

TITLE: HOME HEALTH AIDE Part - Time
Salary: \$17.71 hourly (2020 rate) \$18.15 (2021 rate)
Location: Wayne County Department of Aging and Youth
Applications Accepted: Until position is filled

Submit completed Civil Service Application to: Wayne County Human Resources 26 Church St. Lyons, NY 14489

DISTINGUISHING FEATURES OF THE CLASS: This is routine work involving providing personal care assistance to clients needing assistance the normal activities of daily living at their places of residence. The tasks provided involve simple health care, personal hygiene services, housekeeping and related supportive services designed to allow eligible individuals the opportunity of remaining at home rather than requiring institutionalization. Employees in this class do related work as required.

Department of Aging and Youth: Caseworker will determine eligibility, hours of service needed and develop the care plan based on the client’s age (60 and over) and disability. Services would be provided in the client’s home for the hours specified in the care plan. The service provided would be non-medical.

TYPICAL WORK ACTIVITIES:

- Bathe clients and give personal hygienic care such as combing hair, brushing teeth, cleaning fingernails, etc.;
- Helps clients to the bathroom and in use of bed pans;
- Change linen, makes beds and performs other simple housekeeping tasks to provide a suitable living environment for the patient;
- Plans and prepares meals for clients which may involve cooking and shopping visits to markets or stores to obtain food supplies;
- Cleans, dusts, washes dishes, does laundry and performs a variety of other light housekeeping tasks essential to clients home health care;
- Performs other errands as needed, such as picking up medication from a drugstore;
- When able attend medical appointments
- Cares for clients limitations by performing the assigned home health aide duties as prescribed in the care plan;
- May prompt clients in taking self-administered medication, prescribed by a physician;
- Basic reporting, documentation and scheduling duties
- May prepare simple reports on patient daily living activities as relates to the home health function;

REQUIRED KNOWLEDGE, SKILLS AND ABILITIES: Ability to understand and carry out non-technical oral and written directions; ability to get along well with others and gain the cooperation of clients; ability to perform light housekeeping tasks including shopping for food supplies and cooking; emotional and mental maturity; sympathetic attitude in caring for the disabled; dependability; neat appearance; physical condition commensurate with the demands of the position.

MINIMUM QUALIFICATIONS:

- 1) Graduation from high school or possession of a high school equivalency diploma and:
- 2) Completion of basic training program in personal care services for Home Health Aides approved by the New York State Office of Health Systems Management. Wayne County will provide training if necessary.

*preference in appointment may be given to candidates who currently possess Certification as a Personal Care Aide approved by the NYS Office of Health Systems Management.

SPECIAL REQUIREMENT FOR ACCEPTANCE OF APPLICATIONS:

- Must submit immunization records

Note:

- Background criminal record checks will be conducted as well as CPS and SEL background checks.
- Must have a New York State driver's license at time of application. Such License and car insurance must be maintained throughout appointment in this title. Dependable transportation required.