

Iowa River Hospice Job Description

Title: Hospice Aide

Department: Outpatient/Inpatient

Supervision Received: Director of Clinical Operations

Date:

The Hospice Aide (HA) works with the interdisciplinary team under the direction of the assigned Registered Nurse (RN) to assist in the care management of patients and families. He/she provides personal care to hospice patients in accordance with a written plan of care with focus on quality of life in all interactions with patient, family, and other partners.

Qualifications:

- Education: High School Diploma or equivalent required
- Active Certified Nursing Assistant (CNA) designation current with state-specific requirements
- Valid driver's license and proof of auto insurance coverage
- CPR Certification
- Must be 18 years of age
- 2-year experience in hospice or home health preferred
- Effective verbal, nonverbal, and written communication skills
- Ability to work independently and collaboratively
- Familiarity with HIPAA regulations and patient privacy
- Must be able to lift 50 pounds
- Must be able to climb a flight of stairs

Responsibilities:

1. Provide care according to the established plan of care and under the direction and supervision of the RN. This care may include but is not limited to:
 - a) Assist patients with oral care, skin care, nail care, hair care, and bathing (including bed bath, shower, and tub bath)

- b) Assist patients with ambulation, transfers, positioning, and range of motion
 - c) Prepare meals and assist with eating
 - d) Assist with toileting, peri care, foley catheter care
 - e) Assist with ADL's as directed by the plan of care
2. Document care provided per agency policy.
 3. Provide appropriate emotional support to patient and family.
 4. Reports changes in patient's condition promptly to RN or appropriate supervisor
 5. Recognizes special needs of the patient and family and reports these to RN or appropriate supervisor.
 6. Recognizes situations of potential harm to the patient and reports to supervising RN or appropriate supervisor.
 7. Completing vital signs per RN instruction.
 8. Maintains the patient's and family's right to privacy and confidentiality.
 9. Maintains professional and educational knowledge base. Utilizes in-services, conferences, and on-line educational courses.
 10. Adheres to the organization's policies and procedures.
 11. Participates in and completes staff training, education programs, and mandatory meetings.
 12. Performs housekeeping duties as assigned - included but not limited to preparing meals, general cleaning, laundry, and housekeeping per Iowa River Hospice Policies.
 13. Represent the core values of Iowa River Hospice in all interactions.
 14. Performs other duties as required and assigned.

Travel:

Must be able to travel distances to and from patient's homes and to other healthcare agencies and businesses.

ACKNOWLEDGEMENT

I have carefully read and understand the contents of this job description. I understand the responsibilities, requirements and duties expected of me. I understand that this is not necessarily an exhaustive list of responsibilities, skills, duties, requirements, efforts or working conditions associated with the job. While this list is intended to be an accurate reflection of the current job, Iowa River Hospice reserves the right to revise the functions and duties of the job or to require that additional or different tasks be performed as directed by The Iowa River Hospice Board of Directors. I understand that I may be required to work overtime, different shifts or hours outside the normally defined workday or workweek. I also understand that this job description does not constitute a contract of employment nor alter my status as an at-will employee. I have the right to terminate my employment at any time and for any reason, per guidelines stated in the Iowa River Hospice "Termination of Employment Policy" and The Employer has a similar right.

Employee's Signature

Date

Supervisor

Date

Iowa River Hospice is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, Iowa River Hospice will provide reasonable accommodations to qualified individuals with disabilities and encourages prospective employees and incumbents to discuss potential accommodations with Iowa River Hospice.