



Job Description for Personal Care Assistant

Duties:

The primary duty of a Personal Care Assistant is to enhance the life of medically complex youth and their families by providing the support and personal care tasks in the comfort and privacy of their home. To accomplish these duties, the Personal Care Assistant obtains an understanding of the client's needs and preferences. This is accomplished by spending time with the client and becoming oriented to their goals. The Personal Care Assistant compassionately provides the necessary care and support to maximize the client's safety and wellness.

Specific duties include:

- Provide assistance with bathing
- Assist the client with using the toilet
- Grooming which include hair combing, getting dressed, shaving, dental care
- Feeding the client
- Assistance with walking
- Aid the client with transferring from bed/chair to wheelchair and vice versa
- Medication Management
- Taking of vital signs
- Basic first aid-assistance to a sudden illness, condition or situation
- CPR- the manual application of chest compressions and ventilations to patients in cardiac arrest, done in an effort to maintain viability until advanced help arrives.
- Create a harmonious environment with client and staff

- Home safety and Housekeeping- Ensure the home is secured at all times and is kept neat and free of clutter
- Infection control in the home
- Ensure special diets are followed as documented by the physician

Qualifications:

- Certified Nursing Assistant for the State of Georgia (required)
- Be able to work effectively for and with medically complex pediatric clients and their families.
- Current Negative TB test
- Ability to keep detailed and accurate service delivery records
- Respond effectively and with ease when presented with a crisis
- Ability to work flexible hours including evenings, weekends and holidays
- Ability to read and write English
- Approved Criminal History Check

Applicant must also have:

GA driver's license and clean driving record
Reliable automobile
Current Auto Insurance, including liability