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**In-Home Personal Care:**

**24/7 Affordable Home Care Services**

We are Non-medical/Medical Service Provider working with private sector and government agencies to provide care to anyone in need. We staff professionals such as HCAs, CNAs, RNs, LPN, NP and nonprofessionals such as NCHA and Caregivers.

**Job descriptions:**

**Caregiver for the Non-medical Services:**

**Position Summary:** The Caregiver is a front-line position acting as a representative of In-Home Personal Care and provides a variety of non-medical services offered by our company, which include palliative and hospice care.

Caregiver duties are not limited to those listed as the position has a wide scope of duties dictated by the client assessment. The Caregiver will mostly work independently of co-workers or supervisors and therefore must balance good judgement and initiative along with adherence to company policies. The following list is a guideline of possible duties to be performed independently or as a group of duties in the course of working with the client during any shift.

**Primary Responsibilities:** Client Care and Safety

**Companionship services:** Stimulate, encourage, and assist individuals.

**Primary responsibilities of companionship include:**

- Conversation with clients and taking a genuine interest in their daily life and their home environment.

**Other services provided:**

- **Meal Preparation including snacks:** Future meal planning (label, store and freeze), cooking, baking, serving, washing/drying dishes, cleaning up after meals (wipe downs and storage) and assist with feeding if required.

- **Light to Heavy Housekeeping and Errand services include:** Dusting, mopping floors, vacuuming, changing bedding, scrubbing bathroom and kitchen counters, watering plants, taking out garbage, and general tidying of living spaces as required or requested.

- **Laundry:** pre-washing, washing, drying, ironing, folding and storing clothing and bedding, playing with, and cleaning-up after pets.

- **Personal Care/Hygiene:** Toileting/ Incontinence Care (Peri-care), Bathing/Shower Assistance and Changing/Dressing.

- Assisting clients with walking and stabilization.

- Monitoring clients’ self-compliance with medication and other therapies and reminding them as needed. Exercise therapy must be completed with the client if identified on the care plan.

- Engaging clients in interactive and healthy activities such as board games, cards, and puzzles. Promoting good healthy living including exercising and walking.

- **Transportation:** There may be a requirement for caregivers to utilize client’s vehicle or caregiver's personal vehicle for transporting, escorting a client to the grocery store, appointments, and other local errands.

- **Respite Care:** Providing temporary, short-term care when family caregivers cannot care for a loved one. This type of care can be used in case of an emergency but is primarily used as a support system for family caregivers. This can involve children, young adults, ill individuals, elderly, or persons with disabilities.

**Secondary Responsibilities:**

- Maintaining a safe working environment for themselves and their clients.

- Reacting quickly and using sound judgement in emergency situations.

- Contributing to a positive living environment to enhance a client’s quality of life.

- Performing other reasonable duties as assigned.

- Caregiver will be required to have a cell phone and be responsible for learning and using the provided scheduling app, training will be provided by In-Home Personal Care.

- Caregiver will be responsible for fulfilling/carrying out accepted shifts, clocking in and out of shifts, reporting mileage and reporting any discrepancies to Coordinators.

Reporting any significant changes in a client’s needs or living conditions.

- Communicating regularly with coordinators.

**Place of Employment:** Client homes, work sites outside of the client homes as required and other work sites as identified by In-Home Personal Care management.

Monitored by: In-Home Personal Care Management Team.

Work Hours: This position may require various shifts at various times (days/evenings, short shift, nights, weekends, and overnight) in one or more work sites.

Qualifications: The Caregiver must possess the minimum education, experience, and skills to perform the primary and secondary responsibilities of the job.

Additional qualifications include: Ability to lift, push, or pull 25 pounds. The ability to bend, twist, stoop, kneel, reach, and stand for long periods of time and the ability to withstand exposure to dust, mold, mildew, and cleaning solutions.

**Notes:** This document describes the general nature and level of work for the position. It is not a comprehensive list of the responsibilities. In-Home Personal Care reserves the right to modify the description in the future with or without notice. The responsibilities for this position are subject to possible modification to reasonably accommodate individuals with disabilities and to meet the client assessment evaluation. This job description does not create an employment contract, but for the purpose of understanding the requirements of the position. nor imply it.

**Schedule:**

* 8-hour shift
* 10-hour shift
* 12-hour shift
* Day shift
* Night shift
* Monday to Friday
* Holidays
* Weekends

**Locations:** Winnipeg and Surrounding Areas

**Hours:**

Casual hours: 8 - 12 bi-weekly

Part-time hours: 8 - 30 per week

Full-time hours: 40 - 50 per week

**Job Types:** Casual, Part-time, Full-time

**Salary:** $13.00-$25.00 per hour (pay is determined by experience, qualification, demonstration of skills and assignment.

**Caregivers for the Medical Services:**

**Position Summary:**  This caregiver is a professional in the field of health care and nursing acting as a representative of In-Home Personal Care and provides a variety of medical services required be government agencies, which include shift relief for required hospitals and health care facilities.

Caregiver duties are defined by the relief position and has a wide scope of duties dictated by the requirement of the agencies. The Caregiver will mostly work with other health care professionals within the facility assigned and therefore must balance good judgement and initiative along with adherence to the agencies policies. The following list is a guideline of possible duties to be performed independently or as a group of duties in the course of working with the agency during any shift.

**Primary Responsibilities:** Client Care and Safety

**Medical Services:** Assist with medical treatment, ER, and Rehab Units within a hospital during assignment. Assist with care and treatment including providing medication to patrons of the health care facility during assignment.

**Primary responsibilities of Medical Service include:**

- Communication, respect, safety for all personnel.

**Schedule:**

* 8-hour shift
* 12-hour shift
* Day shift
* Evening shift
* Night shift
* Monday to Friday
* Holidays
* Weekends

**Hours:**

Casual hours: 8 - 12 hours bi-weekly

Part-time hours: 8 - 30 per week

Full-time hours: 40 - 50 per week

**Job Types:** Casual, Part-time, Full-time

**Salary:** $15.00 - $70.00 per hour (pay is determined by experience, qualification and demonstration of skills). Medical Services are provided only by certified and licensed professionals.

**COVID-19 Precautions**

Caregivers are expected to ensure they are healthy by checking vitals and temperature prior to work. If Caregiver deems to not be in perfect health or fit for work, Caregiver must opt out of working until deemed fit for work.

To keep our caregivers as safe as possible, we will be providing masks, gloves and hand sanitizers to be used during each visit/Shift. Other requirements such as eyewear and face shields, or respirator will be mandatory when stated during visits in nursing/health facilities and will be provided by the facilities.