

Direct Care Professional Qualifications, Job Description

12 VAC 35-105-410

Knowledge of some characteristics and concepts of intellectual disabilities, mental health, health disorders and related physical conditions and treatment approaches for adults. Knowledge of simple nursing care, first aid, behavior management, personal and environmental hygiene. Ability to implement and follow the policies and procedures of the service entity. Ability to engage in the care, training and rehabilitation of physically and mentally retarded clients or mentally ill. Ability to provide basic nursing care, personal care, and hygiene. Ability to perform established training, care and programmatic activities. Ability to teach clients eating, bathing, dressing, grooming and other self-care skills. Ability to participate with professional staff in the design and implementation of training and programmatic activities. Ability to document daily progress notes. Ability to observe the rights and personal dignity of others. Ability to observe, record and report clients' behavior, attitude and physical condition. Ability to perform simple math and communicate effectively, both orally and written. Ability to maintain effective working relationships with clients and other employees. Reports to the Program Manager as the Direct Supervisors.

Minimum Qualifications

Training:

Education equivalent to graduation from high school.

Experience:

One year of full-time or equivalent part time paid or volunteer experience in the care, training, habilitation, and development of the intellectually disabled, developmentally disabled, physically challenged or mentally ill adults.

DIRECT CARE PROFESSIONAL JOB DUTY

Job duties of the Direct Care Professional include but is not limited to:

- Providing continuous supervision to individuals
- Implementing care as stated in the individual service plans
- Facilitate and document monthly fire drills
- Facilitate and document emergency preparedness drills
- Prepare meals as directed
- Assist with laundry
- Complete daily progress notes
- Communicate effectively with staff and individuals
- Attend monthly trainings
- Attend supervision meetings/complete supervision paperwork
- Observe the rights of individuals served/ treat individuals with dignity and respect
- Maintain cleanliness of the home
- Teach clients eating, bathing, dressing, grooming and other self-care skills
- Transport individuals to appointments
- Transport individuals to outings in the community
- Assist individuals with money management
- Document money management for individuals
- Abide by medication management guidelines
- Complete medication forms
- Provide person-centered service to each individual
- Abide by confidentiality rules and HIPAA laws
- Abide by and implement behavioral treatment plans as needed
- Take inventory of items needed in the home for daily operation
- Facilitate program activities