

HOME HEALTH AIDE

DISTINGUISHING FEATURES OF THE CLASS: The work entails routine duties involving the personal care of patients in the normal activities of daily living. Incumbents perform personal care and other related supportive services for patients in their place of residence. These services are provided under the direction and supervision of a Public Health Nurse or a Registered Professional Nurse, and additionally, by professional therapists when the aide carries out simple procedures as an extension of the therapy. Supervision is not a responsibility of the employees in this class. Does related work as required.

TYPICAL WORK ACTIVITIES: The matrix attached to this specification* lists the health related activities which a Home Health Aide would be allowed to perform without violating Article 139 (Nurse Practice Act) of the New York State Education Law. The matrix lists the activity and identifies if it is permissible, permissible under special circumstances (the definition of special circumstances appears on the first page of each task identified below) or non-permissible for this activity to be performed by a Home Health Aide. The health related activities have been grouped to include the following (see pages specified following the task indicated for more detailed information regarding the task):

Prepares meals in accordance with modified diets or complex modified diets (pages 8-14);

Administers medications (pages 15-26);

Provides special skin care (pages 27-30);

Uses medical equipment, supplies and devices (pages 31-47);

Changes dressing to stable surface wounds (pages 48-51);

Performs simple measurements and tests to routinely monitor the patient's medical condition (pages 52-58);

Performs a maintenance exercise program (pages 59-60);

Cares for an ostomy after the ostomy has achieved its normal function (pages 61-68).

FULL PERFORMANCE KNOWLEDGES, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS: Skill in the application of current practices of Home Health Aide procedures and techniques of patient care; ability to keep simple records; ability to understand and carry out oral and written instructions; ability to communicate effectively, both orally and in writing; ability to establish and maintain satisfactory relationships with patients and staff; ability to accept and utilize guidance; emotional and mental maturity; resourcefulness; tact and patience; physical condition commensurate with the demands of the position.

MINIMUM QUALIFICATIONS: Successful completion of a training and competency evaluation program, or a competency evaluation program only, conducted by a New York State approved Home Health Aide Training Program.

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Special Requirement #1: At time of appointment, candidates must possess a Home Health Aide Certificate issued by the New York State Department of Health or issued by an agency whose

Home Health Aide Training Program has been approved by the New York State Department of Health.

Special Requirement #2: At time of appointment, and throughout employment in this title, candidates must possess a valid New York State driver's license.

*See the spec book for the attached list of permissible and non-permissible activities for Home Health Aide (HHA) Services. Due to its' length it was not reproduced here.

ULSTER COUNTY

3540 HME HL AID

Classification: Non-Competitive

Grade: 3

Union: CSEA

Adopted: March 11, 1980

Revised: September 23, 1980

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