

**AMAL HOME HEALTH CARE INC.**  
**POSITION DESCRIPTION - HOMEMAKER**

**REPORTS TO:** Registered Nurse

**PRIMARY RESPONSIBILITY:** The homemaker is responsible for providing homemaking services which assist clients to maintain optimum independence in the community.

**JOB RESPONSIBILITIES:**

1. Understands and adheres to information and precautions contained in client's care plan; assists in periodically monitoring clients with other members of the health care team.
2. Performs normal household services essential to living at home including (but not limited to) cleaning, changing bed linens, laundry, ironing, shopping, meal planning and preparation.
3. Arranges for purchase and/or delivery of groceries and other personal items on behalf of the client providing receipts for all purchases.
4. Arranges for or runs errands on behalf of the client.
5. Observes safety precautions, including: reporting safety hazards, frayed electrical cords, unsecured handrails, malfunctioning smoke and carbon monoxide detectors/alarms, defective equipment or environmental hazards to supervisor on the same day of observance.
6. Reports any noticeable changes in the client's physical condition, attitude, reaction, appetite, etc to supervisor on the same day of observance.
7. Engages in respectful social interaction with client, including friendly conversation and empathic support as well as respecting the client's privacy and property.
8. Exhibits positive attitude and behavior, demonstrates respect for employees and clients and maintains absolute confidentiality of all information pertaining to clients, clients' families and employees.
9. Demonstrates excellent customer relations with clients, coworkers, referral sources and others pertinent to the business.
10. Understands the importance of seeking assistance as needed from supervisor and/or others; demonstrates capability and dependability in following instructions.
11. Demonstrates regular, consistent attendance to serve the clients.
12. Prepares and submits accurate timecards, ensuring they contain the client's or responsible party's signature and leaving a copy of the timecard with the client or responsible party.
13. Adheres to agency policies and procedures.
14. Occasionally performs other functions as deemed appropriate by the management team.

## POSITION DESCRIPTION

Homemaker

Page Two

## EXPERIENCE/JOB SKILLS REQUIREMENTS

- High School Graduate (or equivalent)
- Must be able to read, write, comprehend and carry out directions and instructions
- Able to function effectively with minimal direct supervision
- Good health status and emotional stability
- Demonstrate a strong commitment to client service and service excellence
- Knowledge of what constitutes a clean, safe, comfortable and healthy environment for the client.
- Knowledge of nutrition and food preparation.

## WORKING CONDITION REQUIREMENTS

PHYSICAL DEMANDS: (Occasionally means 1-2 hours of an 8 hour workday, frequently means 2.5 to 5.5 hours of an 8 hour workday and continually means 6 to 8 hours of an 8 hour workday)

Sit	Occasionally
Stand/Walk	Continually
Bend/Stoop/Squat	Continually
Crawl	Occasionally
Reach above/below shoulder level	Frequently
Lift, Carry, Push, Pull	
Maximum 50 lbs.	Continually
Over 50 lbs.	Frequently

## ENVIRONMENTAL CONDITIONS:

Involves being:	
Inside	Continually
Outside	Occasionally
Exposed to temperatures of:	
32 degrees F and less	Occasionally
100 degrees F and more	Occasionally
Wet and humid conditions	Occasionally
Noise, vibration	Occasionally

**POSITION DESCRIPTION**

Homemaker

Page Three

HAZARDS/EXPOSURE:

Infectious wastes

Continually

Toxic chemicals

Frequently

Mechanical Hazards-Driving

Frequently

---

**I HAVE READ AND FULLY UNDERSTAND THIS JOB DESCRIPTION.  
I AGREE TO ABIDE BY THE REQUIREMENTS SET FORTH AND WILL PERFORM  
ALL DUTIES AND RESPONSIBILITIES TO THE BEST OF MY ABILITY.**

---

**Employee Signature**

---

**Date**

**POSITION DESCRIPTION**

Homemaker

Page Three

HAZARDS/EXPOSURE:

Infectious wastes

Continually

Toxic chemicals

Frequently

Mechanical Hazards-Driving

Frequently

---

**I HAVE READ AND FULLY UNDERSTAND THIS JOB DESCRIPTION.  
I AGREE TO ABIDE BY THE REQUIREMENTS SET FORTH AND WILL PERFORM  
ALL DUTIES AND RESPONSIBILITIES TO THE BEST OF MY ABILITY.**

---

**Employee Signature**

---

**Date**