



JOB DESCRIPTION

JOB TITLE: Personal Care Aide (PCA Certification Required)

IMMEDIATE SUPERVISOR: Nursing Director

Job Summary:

The Personal Care Aides provide basic health and medical related services for clients within their homes or communities.

Essential Job Functions:

- Including, but not limited to:
 1. Basic monitoring of health status
 2. Light house-keeping
 3. Laundry
 4. Accompany client to doctor's appointments
 5. Errands
 6. Meal preparation
 7. Other duties as assigned

Minimum Job Qualifications

- I. Have satisfactorily completed a Personal Care Attendant (PCA) Education program accredited by DMAS or other Health Authority
- II. Have certification as a nurse aide issued by the Virginia Board of Nursing of.
- III. Have satisfactorily passed a competency test that meets the criteria of 42 CFR §484.36(b)
- IV. Have satisfactorily completed training using the "Personal Care Aide Training Curriculum" date 2003 of the Department of Medical Assistance Services that is permissible only for Home attendants of personal care services.
 - a. Experienced in Home Health, private duty, SNF or Rehabilitation setting preferred.
 - b. Must be able to lift up to 50lbs.
 - c. Must be able to pull, push, squat and bend.
 - d. Must be compassionate and interested in caring for the Elderly and/or disabled

population.

e. Current driver's license & car insurance

g. Must successfully pass Central Registry and Criminal Background checks

Other Competencies (skills, abilities, behaviors)

- Must possess a commitment to the belief that all people have the right to dignity, respect, opportunity and full community inclusion.
- Must have a philosophy that is consistent with the Mission, Vision, and Core Values of the organization.
- Basic knowledge and understanding of intellectual and developmental disabilities; Evidence of personal qualities which make for positive interpersonal relationships, strong commitment to team approach, evidence of sound judgment, capacity to grasp new theories and principles and integrate new learning into practice.