JOB DESCRIPTION

Job Title:

Personal Care Professional/ Caregiver

***Provide supports and services needed to individuals with developmental disabilities or as directed by the President of Central Florida Care Group, Inc. in a home setting.

Education/Experience:

A minimum of a High School diploma and one-year experience in the field of developmental disabilities or a related filed. Have a Valid Florida Driver's License.

Job Requirements:

1. Pass the required background screening.
2. Complete CPR/First Aide Training
3. Complete HIV/Aide and Infection Control Training
4. Complete HIPAA Training
5. Complete any other training as needed
6. Operate a Motor Vehicle Safely
7. Provide all supports needed to help individuals gain independence.
8. Assist individuals with ADLs.
9. Keep Required Documentation
10. Read and know each person to whom you are responsible for care plan (POC).
11. Any other task deemed necessary by the president of Central Florida Care Group, Inc.

Job Summary:

This position provides support and training, including but not limited to, emotional support, physical support and monitoring, and development of life skills through training programs, all leading to increase independence.

Job Duties:

➢ Implement and document of care plan (POC) plan to include, but not limited to: Bathing, Feeding, Grooming, Oral Hygiene, Repositioning and Transfers.

➢ Follow established protocol for recipient's personal care, special dietary requirements and medical needs.

- Monitor and report as needed any issues related to the personal care and medical needs, including repair needs of adaptive equipment.
- Maintain a clean and safe home-like atmosphere while encouraging personal choices.
- Assess internal and external health and safety issues and correct or report them.
- Report all incidents of abuse/neglect in accordance with the Disabled Abuse Act, to the abuse registry.
- Maintains client confidentiality (HIPAA)
- Follow all policies and procedures and other duties as required and requested by supervisors.