



AFTON Home Care, Inc.

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Indianapolis, IN 46227
1(877) 290-3779

In-Home Caregiver Job Description

Duties and Responsibilities

In-Home Caregivers are responsible for providing day-to-day assistance and care to individuals who require help with their daily living activities due to aging, disability, or illness.

These professionals ensure that the individuals they care for maintain their dignity and receive the necessary help in a caring and safe environment.

The following are the duties and responsibilities of an In-Home Caregiver:

- Assist clients with daily living activities, including dressing, bathing, toileting, and eating
- Monitor and document the health of the individual, noting any changes in behavior, physical condition, or routine
- Assist with mobility and physical therapy exercises
- Prepare and serve meals, ensuring that dietary restrictions and preferences are adhered to
- Light housekeeping
- Provide companionship and emotional support, including engaging in conversation and recreational activities
- Medication reminders
- Coordinate with healthcare providers, family members, and other caregivers to provide consistent and comprehensive care
- Transport clients to appointments, errands, and outings as needed
- Implement and maintain a safe, comfortable, and supportive home environment

QUALIFICATIONS:

- Be at least eighteen (18) years of age.
- Be competent to provide services according to the individual's plan of care.
- Demonstrate the ability to effectively communicate.
- Submit a copy of a current negative TB test or negative chest x-ray that is completed annually.
- Possess a current, valid state-issued driver's license if the employee will be transporting an individual
- Provide proof of current insurance on the vehicle used to transport an individual that meets current Indiana requirements.
- A planned in-service training program shall be provided to employees covering policies and procedures pertinent to their roles within the program. Shall receive attendant care certification training initially and then annually thereafter with a passing grade of 80% on the post-test.
- Trained regarding the following:
 - Abuse, neglect, fraud, and exploitation
 - The reporting of abuse, neglect, fraud, and exploitation
 - Complaint and incident reporting
 - Person-centered planning principles
 - Documentation requirements
 - HCBS services definitions and requirements