

DACUM Competency Profile for The In-Home Support Services Provider

Produced By

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The In-Home Support Services Provider is the primary caregiver who assists with or provides physical care, psychosocial care and domestic services so the recipient may remain at home in a safe, secure and caring environment.

Duties		Tasks			
A	Assist with or provide personal hygiene	A-1 Provide nail care	A-2 Assist with shower	A-3 Assist with or provide bed bath	A-4 Assist with or provide oral hygiene
		A-5 Assist with or provide peri-care	A-6 Assist with or shave facial hair	A-7 Assist with or provide skin care	A-8 Assist with or apply cosmetics
		A-9 Assist with elimination	A-10 Assist with shaving female legs & underarms	A-11 Assist with dressing	A-12 Assist with or provide hair care
B	Assist with the mobility of the recipient	B-1 Assist with ambulation	B-2 Take recipient to social outings	B-3 Arrange or transport to special appointments	B-4 Transport recipient in wheelchair
		B-5 Assist with or applies prosthesis mobility			
C	Assist with special needs	C-1 Provide bowel/bladder care	C-2 Provide care for pressure sores	C-3 Turn and position recipient	C-4 Assist or provide blood glucose monitoring
		C-5 Measure vital signs	C-6 Assist with medications	C-7 Assist with exercise activities	C-8 Administer enemas
		C-9 Remove fecal impactions	C-10 Assisting or changing colostomy bag	C-11 Apply Ace bandages	C-12 Provide range of motion
		C-13 Provide therapeutic massage	C-14 Assist with vaginal irrigations	C-15 Clean & maintain respiratory devices	C-16 Assist with or change Foley catheters
D	Assist with or provide nutritional needs	D-1 Assist with or plan menu for week	D-2 Develop grocery shopping list	D-3 Assist with or shop for groceries	D-4 Assist with or prepare special diets
		D-5 Provide nutrition via nasogastric tube			

E

Assess and assist with psychosocial needs

E-1 Read to consumer	E-2 Create fun activities	E-3 Assist with holiday decorations	E-4 Provide special treats
E-5 Select & purchase cards or gifts for family/friends	E-6 Assist with gift-wrapping		

F

Provide domestic services

F-1 Make beds and change linens	F-2 Provide laundry care	F-3 Clean bathroom	F-4 Run errands
F-5 Clean kitchen and appliances	F-6 Vacuum/clean floors	F-7 Empty trash/take to curb on trash day	F-8 Maintenance & cleaning wheelchair
F-9 Dust the furniture	F-10 Take personal phone messages	F-11 Assist with managing financial needs	

G

Provide a safe environment

G-1 Maintain CPR skills	G-2 Maintain a telephone list for emergency numbers	G-3 Communication of needs to family, social service & physician	G-4 Maintain home security
G-5 Call in prescription refills	G-6 Maintain safe environment when using oxygen	G-7 Maintain safe environment for pacemakers	G-8 Develop a fire safety plan
G-9 Maintain protective supervision			

EQUIPMENT

- Adaptive Equipment:
- Appliances:
- Augmentative Communication Devices:
- Shower chair
- Ramp and/or lift
- Transfer Board
- Hoyer Lift
- Wheelchairs
 - Motorized - battery charger
 - Respirator
 - Stoves
 - Dishwashers
 - Microwave
 - Telephone/cell phone
 - Laundry washer/dryer
 - Vacuum cleaner
 - Speech synthesizers
 - TDD/TYY (telecommunication device for deaf)
- Computer w/ software that reads & prints for the blind
- Camera: video or digital
- Disaster Kit:
 - Medications & schedules
 - Extra clothes & underwear
 - Flashlight
 - Important documents
 - Cash
 - Water
 - Storable food
 - Battery radio
- Domestic Equipment:
- Domestic appliances
- Environmental Monitoring System:
 - Environmental controls (the "Clapper")

- Baby & adult monitors
- Life Alert
- Cell Phones
- Answering machines
- Beepers
- First-aid Kits:
 - Band Aid
 - Thermometer
 - Medicine
 - Gauze
- General Maintenance Tools:
 - Toolbox w/ basic screwdriver, etc.
- Medical Supplies:
 - Medicines & prescriptions
 - Medical literature
- Personal Hygiene Equipment:
 - Commode
 - Diapers & wipes
 - Mattress protectors
 - Alcohol
 - Perfumes
 - Lotions
 - Urinals
 - Feminine napkins

- Postural Supports:
 - Back brace
 - Back support
 - Special pillows
 - Special seating systems
- Recreational Equipment:
 - TV/VCR
 - Stereo/Boom box
 - Radio
 - Computers
- Scales:
 - Weighing scale
 - Blood glucose monitor
 - Blood pressure monitor
- Sensory Stimulation Kits:
 - Skin brushes
 - Body massagers
 - Vibrating furniture
 - Stethoscope

FUTURE TRENDS & ISSUES

- Formal training for care providers
- Increase robotics
- Increased number of surviving disabled
- Increase the minimum wage
- Longevity
- Multicultural
- Increased benefits
- Multi linguistics
- Decrease in nuclear families
- Better informed consumer
- More full time work
- Social changes by baby boomers
- Increase of more skilled workers
- Need for more personal assistants at the workplace
- Increased independent care
- More choices in personal care
- Certification
- Life management/technology
- Elevated to a profession
- Increased self advocacy from disabled

GENERAL KNOWLEDGE and SKILLS

- Basic anatomy/physiology
- Basic math (addition, subtraction, multiplication & division)
- Behavior management
- Body mechanics
- Bowel/bladder management
- Communication skills
- Conflict resolution
- Cultural sensitivity
- Defensive driving
- Developmental disability
- Fire/disaster safety
- Growth & development
- Hazardous waste
- Interpersonal skills
- Communication skills

- Legal rights (codes)
- Life quality outcomes
- Listening skills
- Medication supervision
- Mental/physical assessment
- Negotiation skills
- Nutrition/diets
- Personal hygiene
- Physician protocol
- Problem solving
- Self advocacy - Advocate for recipient
- Sex education
- Social skills
- Stress management
- Teaching management
- Time management
- Unusual occurrence
- Infection control
- Literacy skills
- Community resources
- Dept. of Public Social Services In-Home Support Services' Policies & Procedures, Regulations & Codes

WORKER CHARACTERISTICS

- Affectionate
- Calm
- Common sense
- Compassionate
- Confidentiality
- Cost-conscious
- Courteous/polite
- Disciplined
- Empathetic
- Energetic
- Flexible
- Generous
- Good listener
- Good observer
- Healthy
- Understanding
- Team player
- Sensitive
- Enthusiastic
- Sense of humor
- Good personal hygiene
- Multi skilled
- Objective
- Optimistic
- Organized
- Patience
- Personal integrity
- Professional
- Respectful
- Responsible

