



Phoenix Community Services, L.L.C.

Serving for Better Life!

Facility Hab. Support
This position is Monday-Friday.

REQUIREMENTS

- Must be 18 years of age or older
- Must have valid driver's license
- Must have reliable transportation
- Must have the ability to interpret and instruct staff in the implementation of all plans: ISP, Behavior Plan, Health Risk Management Plan, Medication Administration, and Seizure Management Plan.
- Demonstrate the ability to communicate effectively with regard to completing all required documentation and reports and following all written and oral instructions.
- Must have completed all areas of required training with a competency score of 80% or above.
- Must have CPR training approved by the American Heart Association
- Must have a negative TB or chest x-ray.
- Must meet all requirements of the Criminal Background check.
- Must have drug test as followed by our Policies and Procedures

Specific Responsibilities:

- Ensures the rights of the consumers are protected and exercised.
- Assists the consumer in making and filing any necessary reports to ensure their rights are protected.
- Protects and respects the consumer's home and personal possessions.
- Demonstrates knowledge of the consumer's PCISP, Training goals and Behavior Support Plan.
- Assists and trains the consumers in the performance of routine activities of daily living to include but not limited to bathing, dressing, toileting, and domestic activities.
- Assist the consumer on basic home maintenance such as cleaning, laundry, routine housekeeping and retrieve home repairs as needed.
- Assist the consumer on basic meal planning, preparation and grocery and personal shopping.
- Assists the consumer in managing and accounting personal funds/expenses.
- Provides the consumer with medications and documentation as ordered by physicians or assists the consumer to self medicates.
- Provides the consumer with training in all skill development programs and documentation as recommended in the PCISP.
- Provides the consumer with all programs and documentation as recommended by ancillary services to include but not be limited to Speech therapy, Physical Therapy and Occupational Therapy.
- Provide daily training and documentation as outlined in the consumers Behavior Support plan.
- Provides training, support, and documentation to all consumers in the area of personal adjustment which includes but not limited to social skills, decision making, behavioral control and other identified supports.
- Assists, accompanies, and documents the consumer's participation in community outings and recreational experiences.
- Observes and documents the consumer's health needs as well as any incidents report to supervisor.
- Observes, reports and documents any and all needs and condition changes of the consumers.
- Ensures compliance with all Policies and Procedures of Phoenix Community Services.
- Ensures compliance with all Federal and States Regulations.
- Attends Scheduled In-Service Training as required.
- Complete all other duties as assigned
- Maintains Minimum Competency on the training areas outlined in section IAC6-14-4.

Reporting Responsibility: This position reports to the Facility Hab. Supervisor, Residential Service Coordinator, QIDP or Administration.

By signing this Job Description, I understand and agree to complete my job as written.

Employee Name

Date Description Received and Signed