



**Rincon Family Services (RFS)** is a not-for-profit community organization, established in 1972 to combat the epidemic use of heroin and violence that were dismantling communities throughout Chicago. RFS is dedicated to rendering compassionate and effective programs that promote the quality of life by serving as a catalyst to advocate, educate, and empower individuals and their families.

The Home Independence Program provides compassionate care services to older adults in the community with an emphasis on in-home care that seeks to prolong an individual's ability to live independently. The Home Independence Program is seeking a motivated Home Care Aide to join the team.

**Home Care Aides (HCA)** eases the burden of care from family and friends of the elderly or disabled who need extra support in daily functioning. Common duties include assisting with basic household chores, personal hygiene services, cooking meals and providing emotional support and companionship, and other related support services essential to the participant's health. Observes, records/documents and reports all changes to homecare supervisor. All HCA's must demonstrate competence in performance of necessary skills and perform only those tasks as described in the plan of care.

### **MINIMUM QUALIFICATIONS:**

- Must be at least 18 years of age.
- Must have a phone or a way to communicate to the office daily.
- Travel to clients homes.
- Physical exam- must state that you are able to work with no restrictions.
- Physical ability to bend, stoop, kneel, squat, twist, reach, pull and lift heavy objects.
- Must be able to climb stairs several times a day.
- Work Hours are based on shifts Sundays through Saturdays
- Must provide a physical exam annually to include TB Test results. Have a clear background check, which includes fingerprinting through the IDPH Health Care Worker Registry and HFS OIG.
- Must adhere to agency's non-discrimination policies.
- High School diploma or general education diploma; or one year of employment in a comparable human service capacity, or experience in care for a dependent child or adult family member; or demonstration of continued progress towards meeting the educational requirement of a general education diploma by current registration and evidence of successful completion (C grade or better) of course work.
- New employees shall receive and successfully complete 24 hours of initial pre-service training, including agency orientation of not more than 2 hours, prior to assignment to provide services to a CCP participant. HCA must pass competency evaluation conducted by RFS, which includes all in-home services topics as mandated by the State of Illinois Joint Committee on Administrative Rules.
- Thereafter there is a minimum of 12 hours per calendar year of in-service mandatory training for all homecare aides. Ongoing trainings include topics listed in the Illinois Joint Committee on Administrative Rules in addition to other topics, as management deems necessary.