



# MICHIGAN OFFICE OF SERVICES TO THE AGING

## Operating Standards For Service Programs

In-Home Services

<b>SERVICE NAME</b>	Home Care Assistance
<b>SERVICE NUMBER</b>	B-2
<b>SERVICE CATEGORY</b>	In-Home
<b>SERVICE DEFINITION</b>	<p>Provision of in-home assistance with activities of daily living and routine household tasks to maintain an adequate living environment for older persons with functional limitations. Home care assistance does not include skilled nursing services.</p> <p>Allowable personal care activities include assistance with bathing, dressing, grooming, toileting, transferring, eating, and ambulation. Allowable homemaking tasks include laundry, ironing, meal preparation, shopping for necessities including groceries, and light housekeeping. The service also includes observation, recording, and reporting changes in clients' health status and home environment.</p> <p>Note: social/emotional support of client may be offered in conjunction with other allowable tasks.</p>
<b>UNIT OF SERVICE</b>	One hour spent performing allowable home care assistance activities.

### Minimum Standards

1. Each program must have written eligibility criteria.
2. All workers performing home care assistance services must be trained by a qualified person and must be tested for each task to be performed prior to being assigned to a client. The supervisor must approve tasks to be performed by each worker. Completion of a recognized nurses aide training course by each worker is strongly recommended.
3. Individuals employed as home care assistance workers must have previous relevant experience or training and skills in assisting with personal care needs, housekeeping, household management, good health practices, observation, and recording and reporting client information.
4. Semi-annual in-service training is required for all home care assistance workers. Required topics include safety, sanitation, emergency procedures, body mechanics, universal precautions, and household management.