

NEW VISIONS INC.
JOB DESCRIPTION

Name of Employee: _____

S.S.#: _____

Position Title: CHIPP 24 Hour One/One Residential Support Staff

Part-time:

Total Hours per Week: 3 on, 3 off, 3 on, 1 off

Full-time:

Daily Shift:

I. Position Definition

Provide consumers with support and skills training to promote wellness and independence.

II. Job Responsibilities

1. Assist consumers with the implementation of individual goal plans or Individual Residential Service Plans (IRSP).
 - a. To perform Bi-weekly inspections of all IRSP goal plans and report findings to the Program Supervisor.
 - b. To monitor consumer progress in goal areas; regular documentation of goal progress.
3. Maintain and update documentation in consumer's individual records
4. Assure consumer safety and well being;
 - a. Supervise consumers in procedures for Universal Precautions and Infectious Disease Control
 - b. Assure that the consumer's apartment is clean and free from clutter, perform housekeeping tasks as needed encouraging consumer to assist
 - c. Monitor consumers' self-medication practices, and documentation of self-medication administration
 - d. Prepare meals with consumer assistance
 - e. Provide personal care to consumer as needed, including but not limited to personal hygiene, dressing, laundry, bodily fluid clean-up.
5. Respond immediately to emergency situations affecting consumers' health or safety
6. Report any signs of consumer decompensation to supervisor
7. Plan, organize and follow through with planned activities and outings.
7. Provide consumer transportation to appointments and community activities, accompany consumer to activities and appointments encouraging participation and redirecting as needed.
8. Follow and abide by Confidentiality Policies
9. Perform related duties as assigned

III. Accountability

Supervision provided by the Program Supervisor

IV. Qualifications

1. High School Diploma, equivalent, or commensurate human services experience
2. Good oral and written communication skills
3. Experience with the Mentally Ill preferred
4. Valid Drivers license

Skills: Ability to manage crisis/emergency situations

Self-motivation

Good oral and written communication skills

Employee Signature

Date

Supervisor Signature

Date