

## Tasks, Training, and Schedule for Attendant

**Tasks:** The employee will perform the following checked tasks for the client.

**Training:** The employee initials and dates for each task training has been provided.

**Escort –**

- arrange for transportation \_\_\_\_\_
- accompany client on trips to obtain health care services and/or household items \_\_\_\_\_

**Home Management:**

- Changing bed linens \_\_\_\_\_
- House Cleaning \_\_\_\_\_
- Laundering \_\_\_\_\_
- Shopping \_\_\_\_\_
- Storing purchased items \_\_\_\_\_
- Arranging furniture \_\_\_\_\_
- Washing dishes \_\_\_\_\_
- Other : \_\_\_\_\_ ; \_\_\_\_\_

**Personal Care:**

- Bathing/Feminine Hygiene \_\_\_\_\_
- Dressing/undressing \_\_\_\_\_
- Preparing Meals \_\_\_\_\_
- Helping to eat/drink (including feeding tube) \_\_\_\_\_
- Exercising/ROM \_\_\_\_\_
- Grooming/ nail care \_\_\_\_\_
- Ileostomy care \_\_\_\_\_
- Colostomy Care \_\_\_\_\_
- Toileting \_\_\_\_\_
- Transfer/ambulation/ positioning \_\_\_\_\_
- Changing external catheter \_\_\_\_\_
- Bowel and bladder program \_\_\_\_\_
- Personal hygiene \_\_\_\_\_
- Caring for routine hair and skin needs \_\_\_\_\_
- Taking self-administered medications \_\_\_\_\_
- Skin care- including decubitis stage 1 \_\_\_\_\_
- Other: \_\_\_ See Attached Page \_\_\_\_\_

**Skilled Health-related services delegated by physician or nurse – CBA ONLY:**

- Internal catheter care \_\_\_\_\_
- Administration of external medications \_\_\_\_\_
- Other: \_\_\_\_\_ ; \_\_\_\_\_
- Changing sterile dressings \_\_\_\_\_
- Decubitis care, stage II \_\_\_\_\_
- Nail care for medical conditions such as diabetes \_\_\_\_\_

Day	In/Out	In/Out	Total	Day	In/Out	In/Out	Total
Sunday				Thursday			
Monday				Friday			
Tuesday				Saturday			
Wednesday							

**Agreement:** Employer and Employee mutually agree to the tasks to be performed and schedule for services. Attendant has initialed and dated each task to indicated date training was received on the specific task.

Employee's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Employer's Signature: \_\_\_\_\_ Date: \_\_\_\_\_