

# HH 910: Home Health Aide Services and Supervision

WAC: 246-335-545 Supervision of Home Health Services

Date of Origin: 03/01/20

Revised: 05/22/2025

## **Policy Statement:**

Home Health Aides work under the supervision of the Hanford Home Health's professional staff to assure quality performance, service, and conduct.

## **Procedure:**

- 1) The Home Health Aide, as a member of the healthcare team, carries out specific patient care and housekeeping duties in accordance with the written Home Health Aide Plan of Care.
- 2) The Home Health Aide Plan of Care is developed by the Director of Clinical Services or designee and is based on services needed by the patient.
- 3) The determination of appropriateness of the Home Health Aide Plan of Care for a patient, the decision as to the termination of the assignment, and decision about scheduling of services are determined by the patient and the Director of Clinical Services or designee.
- 4) The Home Health Aide provides services that are ordered by the healthcare professional, are assigned by the Director of Clinical Services or designee and are within the Home Health Aide scope of practice. Duties may include:
  - a) Hands-on personal care
  - b) Procedures assigned as an extension of nursing services
  - c) Assistance with ambulation and exercises
  - d) Assistance with medications
  - e) Assistance with medications according to the home health Plan of Care and agency policy
- 5) The Home Health Aide is limited to assistance with medications that are ordinarily self-administered by the patient and under the supervision of the Director of Clinical Services or designee. This assistance is limited by the Medication Administration/Assistance Policy HH 315
- 6) The Home Health Aide Plan of Care is:
  - a) Reviewed with the Home Health Aide before the initial visit to the patient. The Director of Clinical Services or designee will determine that the Home Health Aide understands the Plan of Care and provides training or demonstration of assigned tasks as needed
  - b) A copy of the Home Health Aide Plan of Care is retained in the patient's home for reference by the Home Health Aide

- c) Any changes to the Plan of Care must be made on the patient's copy and on the original in the clinical record
- d) Updated at least every sixty (60) days for acute care and every six (6) months for maintenance care patient

7) Supervision of Home Health Aides:

- a) For acute care patients the Director of Clinical Services or designee will make an on-site supervisory visit to the patient's home, with or without the Home Health Aide present, no less frequently than every thirty (30) days.
  - b) For patients receiving maintenance care a supervisory visit must be made at least every six (6) months with or without the Home Health Aide present.
  - c) Supervisory visits will consist of review and update of the Plan of Care, compliance with the Plan of Care, patient satisfaction with Home Health Aide services, and demonstration and training in newly assigned tasks if indicated or ongoing training required pertinent to patient care needs.
  - d) Supervisory visits will be documented in the patient's clinical record
- 8) At least annually a home visit must be made to directly observe the Home Health Aide's performance. Information about direct observation visits will be documented in the clinical record and in the aide's personnel file and become part of the annual evaluation of the employee.