



## **ATTENDANT CARE:**

### **DSW/ Attendant Care Position Description:**

This position requires an individual to coach, teach, mentor and provide direct support to members who have Developmental Disabilities (i.e., autism, cerebral palsy, intellectual disability or epilepsy) ranging from mild to profound.

Knowledge, Skills and Abilities:

- Knowledge of providing personal care;
- Knowledge of cleaning and basic housekeeping;
- Knowledge of cooking;
- Skilled in communicating with members verbally and/or through basic sign language (knowledge of or experience in American Sign Language is not required);
- Skilled in planning activities designated to meet specific needs of individual/members;
- Skilled in participating in and implementing Individual Support Plans (ISP);
- Skilled in using the computer, including emails;
- Skilled in time and work management;
- Ability to display compassion with respect to others;
- Ability to attend staff training and apply the basic principles of program training and data collection designated to meet the specific needs of members, including medication administration;
- Ability to understand and follow spoken and written directions;
- Ability to read and write in English or Spanish
- Ability to learn and use computer systems (e.g. Timesheet entry, computer-based trainings);
- Ability to learn and apply basic physical, occupational, and speech therapy techniques;
- Understanding basic member rights;
- Ability to learn and apply behavior support techniques;
- Ability to drive a motor vehicle;
- Ability to obtain and maintain a Level One Fingerprint Clearance Card.

### **Work Environment:**

1. Lift/carry/transfer minimum of 40 pounds.
2. Bend, kneel, and stoop.
3. Pushing or pulling of wheelchairs.
4. Reach/ reach overhead.
5. Walk/stand for extended periods.
6. Sit for extended periods.
7. Finger/hand/wrist dexterity to eye.

## **Licenses and Certifications:**

Successful completion and maintain all required training which may include CPR, First Aid, must meet the DCW training and testing requirements contained within the AHCCCS policy, and Prevention and Support

- DSW shall have a valid Level One Fingerprint Clearance card issued pursuant to Arizona Revised Statute 41-2758.07 in order to work with children and vulnerable adults;
- DSW shall be subject to a search of both the Child Protective Services Central Registry pursuant to A.R.S. 8-804 and the Adult Protective Services Registry pursuant to A.R.S. 46
- Contract Activation may be contingent upon completion of a post-offer medical/physical examination and the agency's ability to reasonably accommodate any restrictions.
- In-state travel may be required. This position requires possession and ability to retain a current, valid state-issued driver's license appropriate to the assignment. DSWs who drive on KIDS AZ business are subject to driver's license record checks, must maintain acceptable driving records and must complete any driver training (see Arizona Administrative Code R2-10-207.12). DSWs may be required to use their own transportation as well as maintaining valid motor vehicle insurance and current Arizona vehicle registration;

## **Qualifications:**

- Must be 18 years of age to apply
- Must be able to read and write in English or Spanish
- Must be willing to work weekends, holidays, overtime, and change work locations, when necessary.
- Successfully complete the Electronic Contract Activation Eligibility Verification Program (E-Verify), applicable to all DSWs
- Successfully pass background and reference checks;