



## RECRUITMENT

### Circle of Health

Friday, September 20<sup>th</sup>, 2019

American Job Center – Montville

601 Norwich New London Turnpike, Uncasville, CT 06382

12:00pm – 2:00pm

**Personal Care Assistant** – Job ID# 233647 The Companion/Homemaker provides companionship to those individuals requiring socialization and/or minimal guidance to assure a protected environment and performs home management services within the client's home. Timely and accurate completion of: a. Dial-n-Documents Telephony and Verification of Services forms. Adhere to the Health Insurance Portability and Accountability Act (HIPAA) privacy policies and procedures. Maintain confidentiality of all information pertaining to clients, families and employees. Maintain positive working relationships with clients, client families, community providers and referral sources. Maintain a professional appearance at all times.

**Live In Care Giver** – Job ID# 233646 Provides companionship by reading, conversation, and listening. Participates in appropriate recreational activities and hobbies for social and sensory stimulation. Assists patient/client in completing necessary phone calls, letter writing, etc. Maintains a safe home environment for the client. Accompanies patient/client on walks, community trips, doctor's office, bank, etc. Reminds client to take self-administered medications. Informs Care Coordinator of any changes in assignment. Provides emotional support and promotes a sense of well-being. May plan light housekeeping tasks such as preparation of a meal or laundering clothes. May perform light housework to maintain a clean, neat environment. Assists in the maintenance of a safe and healthy environment. Uses equipment and supplies safely and properly.

For more information visit [www.CTHires.com](http://www.CTHires.com).

Click on **Find a Job** then the **Job Number Search** tab. Enter the Job Order Number then click **Search**.

If you are interested in attending this recruitment event, you must be a registered user of CTHires to participate in this event. If you are not registered, please visit [www.CTHires.com](http://www.CTHires.com) to register as an Individual prior to the event.



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