

HOME SERVICE WORKER LIMITATIONS

Highland Wood Home Services (HWS) is a Home Services Agency licensed by the Illinois Department of Public Health. HWS home service worker (caregivers) provides non-medical home services in accordance with the rules and regulations of the Home Health, Home Services and Home Nursing Agency Code (77 Ill. Adm. Code 245). HWS home services are intended to enable the Client to remain safely, comfortably, and independently in his or her own personal residence.

The following is a list of duties that a HWS caregivers may **NOT** provide. HWS would be happy to discuss any Client specific questions you may have about the services caregivers may provide.

1. **HWS Caregiver may NOT** be responsible for any type of medical assessment or medical care.
2. **HWS Caregiver may NOT** assist clients who are in the process of being trained to use adaptive equipment for ambulation, such as walkers, canes, or wheelchairs. These clients require supervision by an agency licensed to provide home health or home nursing services during the period of their training. Once the prescribing individual or the health care provider responsible for the training of the client is comfortable with releasing the client to work on his or her own with the adaptive equipment, a HWS Caregiver may assist with ambulation.
3. **HWS Caregiver may NOT** assist with application of an Ace bandage (the application of which involves wrapping a part of the client's body) or with application of a sequential compression device that can be purchased only with a physician's prescription.
4. **HWS Caregiver may NOT** assist with feedings which include syringes, tube feedings or intravenous nutrition or feeding clients who may be at high risk of choking.
5. **HWS Caregiver may NOT** conduct any of the Client's financial transactions outside of the contracted services.
6. **HWS Caregiver may NOT** become or act as a Power of Attorney of the Client.
7. **HWS Caregiver may NOT** assist clients with bathing in a tub or shower when a client requires skilled skin care before, during, or after bathing. Skilled skin care includes wound care, dressing changes, application of prescription medications, skilled observation, and reporting. This type of client shall be in the care of an agency licensed as a home health or home nursing services agency. A HWS caregiver may **NOT** assist a client with a bed bath until trained and competency evaluated on the methods to perform the bed bath. A HWS caregiver may **NOT** assist a client with a bed bath unless the client or client's representative participates in or directs the bathing process and provides ongoing feedback to the caregiver.
8. **HWS Caregiver may NOT** provide skin care when skin is broken, and when any chronic skin problems are active. The skin care may **NOT** be therapeutic in nature, such as the application of medicated lotions and solutions requiring a physician's prescription.
9. **HWS Caregiver may NOT** provide mouth care for clients who are unconscious.
10. **HWS Caregiver may NOT** trim nails on the hands or feet.

11. **HWS Caregiver may NOT** provide hair care with products that require a physician's prescription.
12. **HWS Caregiver may NOT** assist a client with shaving unless it is with an electric or a safety razor.
13. **HWS Caregiver may NOT** perform Passive Range of Motion exercises.
14. **HWS Caregiver may NOT** administer prescription or non-prescription medication of any type. Caregiver can remind the client about medication provided the medications have been pre-selected by the Client, a family member, a nurse, or a pharmacist and are stored in containers other than the prescription bottles. Caregivers may **NOT** perform or provide medication set-up for the Client.
15. **HWS Caregiver may NOT** position Client when the Client is unable to identify verbally, non-verbally or through others when the position needs to be changed and when skilled skin care is required in conjunction with the positioning.
16. **HWS Caregiver may NOT** insert or remove catheters of any type or provide care of external catheters. Ostomy care which requires accompanying skilled skin care and observation and reporting to a nurse is also prohibited. Caregivers may **NOT** perform digital stimulation, insert suppositories, or give an enema.
17. **HWS Caregiver may NOT** assist clients in the use of mechanical or electrical transfer devices unless the client or client's representative is fully trained in the use of the equipment and able to direct the transfer step by step. A HWS caregiver may **NOT** assist with the equipment until trained and a competency evaluation conducted on the caregiver using the type of device that is available in the home. Adaptive equipment may include, but is not limited to, wheelchairs, tub seats, and grab bars.
18. **HWS Caregiver may NOT** provide respiratory care, including postural drainage; cupping; adjusting oxygen flow; nasal, endotracheal, and tracheal suctioning; and turning off or changing oxygen tanks.
19. **HWS Caregiver may NOT** drive the Client in any vehicle without completion of necessary HWS paperwork and prior HWS authorization.