

STATEMENT OF WORK

Client Name

"Locomotion in Room" means assisting a person to move in their room. May involve providing physical assistance with propelling the person's wheelchair, assistance with mechanical devices such as a walker, assistance providing direct physical support, supervision while person is moving in the room and keeping walkways/pathways clear.

"Walk in Room" means assisting a person to walk in their room and immediate living area. Includes supervising the client when walking alone, or with help of a mechanical device, such as a walker; keeping walkways clear, assisting with difficult parts of walking such as climbing stairs, and providing constant physical assistance to the client if totally unable to walk alone, or with a mechanical device.

"Locomotion Outside Immediate Living Area Including Outdoors" means assisting a person to move to and return from more distant areas including outdoors. May include providing assistance with a mechanical device, supervision, providing physical support, or propelling the person's wheelchair.

"Bathing" means assisting the client to wash self. Bathing includes supervising client able to bathe self when guided, assisting client with difficult tasks such as getting in or out of the tub or washing their back or hair, and completely bathing the client if totally unable to wash self.

"Body Care" means assisting the client with passive range of motion exercises, skin care including the application of non-prescribed ointments or lotions, or changing dry bandages or dressings when medical expertise is not required and pedicure to trim toenails and apply lotion to feet. In adult family homes or in licensed boarding homes contracting with DSHS to provide assisted living services, dressing changes using clean technique and topical ointments must be delegated by a registered nurse in accordance with Chapter 246-840 WAC or successor or replacement regulation. "Body care" excludes: 1) Foot care for clients who are diabetic or have poor circulation; or 2) Changing bandages or dressings when sterile procedures are required.

"Dressing" means assistance with dressing and undressing. Dressing includes supervising and guiding client when client is dressing and undressing, assisting with difficult tasks such as tying shoes and buttoning, and completely dressing or undressing client when unable to participate in dressing or undressing self.

"Eating" means assistance with eating. Eating includes supervising client when client is able to feed self when guided, assisting with difficult tasks such as cutting food or buttering bread, and feeding the client when client is unable to feed self.

"Essential Shopping" means assistance with shopping to meet the client's health care or nutritional needs. Limited to brief, occasional trips in the local area to shop for food, medical necessities, and household items required specifically for the health, maintenance, and well-being of the client. Essential shopping includes assisting when the client can participate in shopping and doing the shopping when the client is unable to participate.

"Housework" means performing or helping the client perform those periodic tasks required to maintain the client in a safe and healthy environment. Activities performed include such things as cleaning the kitchen, oven and bathroom, dusting, changing bed linens, making the bed, defrosting the freezer, sweeping, vacuuming, mopping and laundry. This task is not a maid service and does not include yard care.

"Meal Preparation" means assistance with preparing meals. Meal preparation includes planning meals including special diets, assisting clients able to participate in meal preparation and preparing meals for clients unable to participate.

"Assistance with Medication Management" means assistance to facilitate a person's self administration of a prescribed, over the counter or herbal medication. Can include reminding or coaching the person, handing the medication container to the person or opening the container, using an enabler (such as a cup) to assist the person to get the medication into his/her mouth, alteration of a medication for self administration (as defined in WAC 246-888) and placing the medication into the person's hand. The person must be aware that they are taking a medication.

Kemper Services, Inc.
STATEMENT OF WORK (cont'd)

Client Name

"Personal Hygiene" means assistance with care of hair, teeth, dentures, shaving, filing of nails, applying make-up, washing face and hands, menses care and other basic personal hygiene and grooming needs. Personal hygiene includes supervising the client when the client is performing the tasks, assisting the client to care for the client's own appearance, and performing grooming tasks for the client when the client is unable to care for own appearance.

"Bed Mobility" means assisting the client to move to and from a lying position, to turn side to side and to assume a desired position. Positioning includes assistance in turning and positioning while in bed, in a recliner, or other type of furniture.

"Toileting" includes supervising the client when the client is able to care for own toileting needs if guided, assisting with bedpan, commode or urinal, changing incontinence pads, cleansing, adjusting clothing and transferring client on and off the toilet. Toileting may include performing routine pericostomy catheter tasks for the client, when the client is able to supervise the activity.

"Transfer" means assistance with getting in and out of bed or chair or wheelchair. Transfer includes supervising the client when client is able to transfer self, if guided; providing steadying and helping the client when client assists in own transfer. Lifting the client when client is unable to assist in own transfer required training in how to lift safely.

"Telephone Use" means assistance with using the telephone including assistance with dialing the phone, ensuring that the phone is within reach of the client, answering the phone and making calls for the client, looking up phone numbers and providing assistance with assistive devices.

"Managing Finances" DSHS CANNOT PAY FOR ANY ASSISTANCE WITH MANAGING FINANCES such as balancing check book, managing finances or paying bills.

"Travel to Medical Services" means accompanying or transporting the client to a physician's office or clinic in the local area to obtain medical diagnosis or treatment.

"Wood Supply" means splitting, stacking, or carrying wood for the client when the wood is used as the sole source of fuel for heating and/or cooking. This task is limited to splitting, stacking, or carrying wood when the wood is at the client's own home. DSHS shall not allow payment for a provider to use a chain saw or to fall trees.

Sign

Date:

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