

Koinonia Homes, Inc.

POSITION TITLE: Direct Support Professional

Date: February,2010

Residential Services: Under the supervision of the Program Supervisor provides support and assistance to individuals in all living skill areas. DSP also receives functional supervision from the Residential Supervisor, QMRP, and the Primary Nurse.

Waiver Services: Under the supervision of the Program Supervisor, or the Program Manager, provides support and assistance to individuals in all living skill areas. DSP also receives functional supervision from the Primary Nurse.

POSITION DUTIES:

The primary function of the DSP is to be a positive role model for the individuals that we serve while developing therapeutic relationships. DSP actively participates in the development, implementation, and documentation of the person-centered plan.

In addition to carrying out all the DSP duties, the DSP is also a Delegated Medication Passer and will administer medication and complete assigned delegated nursing tasks under the direction of the nursing department.

POSITION RESPONSIBILITIES:

1. Reliably attends and actively participates in job related duties/activities.
2. Ensures and advocates for individual rights.
3. Establishes and maintains positive relationships through effective interaction/communication with individuals, peers, supervisors, community, and significant others.
4. Promotes a healthy, safe, therapeutic, pleasant environment.
5. Provides individualized services in accordance with person centered plan.
6. Completes all written communication and documentation as required.
7. Uses agency resources responsibly.
8. Presents a positive image.

9. Ensures a positive relationship with all other employees in a manner that enhances the programs and services of Koinonia Homes, Inc
10. Delegated Medication Passer
 - A) Maintains Medication Passing Certificate.
 - B) Administers medication.
 - C) Oversees self-medication programs.
 - D) Completes reporting and documentation.
 - E) Assists in the coordination of medical services.
11. Performs other related duties as directed by the supervisor.

WORKER CHARACTERISTICS:

Ability to follow written program plans and to observe factual information
Ability to follow verbal and written directions
Ability to treat people with disabilities as their equals
Ability to effectively relate to other people
Ability to work as a team member

UNUSUAL WORKING CONDITIONS:

Work will include evenings, weekends, and holidays
May be exposed to contagious diseases
May be exposed to aggressive or otherwise challenging individuals

MINIMUM QUALIFICATIONS:

Must be at least 21 yrs of age
High School Diploma or GED
Valid Ohio Driver's License
Clean driving record
Must have proof of vehicle liability insurance
Must have successfully completed Koinonia Homes, Inc. Medication Passing Curriculum