



Job Description: Direct Support Professional

The Direct Support Professional (DSP) is responsible for the health, safety and welfare of the individuals we provide services to. The goal of the DSP is to assist in increasing the independence of the individual within his/her home or community. The DSP should perform daily tasks that assist the individual with daily living needs. These tasks include, but are not limited to:

- a. Personal hygiene: bathing, grooming, hair care, oral care etc
- b. Bathroom assistance: assistance with changes, bladder and bowel requirements
- c. Dressing: assistance putting on or taking off clothes
- d. Eating: preparing meals, preparing food to be eaten, assistance with eating etc
- e. Transfer: assistance in and out of wheelchairs for daily activities etc
- f. Ambulatory needs: assistance moving around the residence and community
- g. Household services: cleaning, cooking, laundry etc
- h. Medication administration: administering or assisting with medication
- i. Transportation: provide transportation into the community for activities, shopping, and medical appointments
- j. Basic supervision: assessing, monitoring, and supervising the individual to ensure the individual's safety, health and welfare
- k. ISP services: provide tasks and services according to the individual's ISP
- l. Documentation: keep documentation logs for ISP services, medication administration, activity logs etc
- m. Adhere to and know Medina Creative Accessibility procedures

Employee Requirements:

- a. must be 18 years of age or older
- b. criminal background check
- c. written assurance that the applicant is not on the abuser registry or nurse aid registry, Medicaid/Medicare Excluded Individuals/Entities Program (LEIE)
- d. certification in CPR/First Aid
- e. ongoing annual training
- f. training relating to, and the prevention of, incidents adversely affecting health and safety
- g. individual rights training
- h. compliance with requirements of behavior supports, training in behavior supports
- i. must have a valid Ohio drivers license / Ohio vehicle insurance coverage and reliable vehicle transportation at all times
- j. medication administration certification
- k. ability to lift 50lbs or more

I certify that I have read and understand the job description. I also certify that I can perform all task required for the position. I understand that it is my responsibility to acquire any certifications I may need for the position and provide copies to Medina Creative Accessibility.

Sign _____ Date _____