

## **Accreditation Standards Homemaker/Home Care Aide Accreditation Program**

- I. There is a legally constituted authority responsible for governance and performance.**
- II. There is compliance with legislation which relates to prohibition of discriminatory practices.**
- III. There is responsible fiscal management.**
- IV. There is responsible personnel management including:**
  - A. Recruitment, selection, retention and termination of all personnel; and**
  - B. Written personnel policies, job descriptions and wage scales established for each job category.**
- V. Every home care aide has received training for each task to be performed for the client.**
- VI. There are written eligibility criteria for service and written procedures for referral to other resources.**
- VII. There is supervision of the home care aide service, which ensures safe, effective, and appropriate care to each individual or family served.**
- VIII. There is evaluation of all aspects of the service.**
- IX. There is ongoing interpretation of the service to the community.**
- X. There is a written statement of clients' rights and clear evidence that it is fully implemented.**
- XI. There is a written policy and procedure of responsible safety management in the care environment:**
  - A. To insure the well-being of the patient;**
  - B. To insure the well-being of the caregiver(s); and**
  - C. To be prepared in case of emergencies in the home.**
- XII. There are policies and procedures to prevent, detect, and report violations of laws, regulations, and unlawful conduct and establish ethical business practices by all employees of the organization.**

Administered by Home Care University, an affiliate of the National Association for Home Care & Hospice

**For more information contact the Accreditation Program at 202-547-7424.**