

For information on becoming a *Personal & Home Care Aide* see [Sources of additional information](#) within this brochure.

For information on youth employment opportunities, contact a career counselor at your high school or employment counselor or job and information center coordinator at your local NH Employment Security Office.

Berlin (752-5500)

151 Pleasant Street, P.O. Box 159, 03570-0159

Claremont (543-3111)

404 Washington Street, P.O. Box 180, 03743-0180

Concord (228-4100)

10 West Street, P.O. Box 1140, 03302-1140

Conway (447-5924)

518 White Mountain Highway, 03818-4205

Keene (352-1904)

109 Key Road, 03431-3926

Laconia (524-3960)

426 Union Avenue, Suite 3, 03246-2894

Lebanon (448-6340)

85 Mechanic Street, 03766-1506

Littleton (444-2971)

646 Union Street, Suite 100, 03561-5314

Manchester (627-7841)

300 Hanover Street, 03104-4957

Nashua (882-5177)

6 Townsend West, 03063-1217

Portsmouth (436-3702)

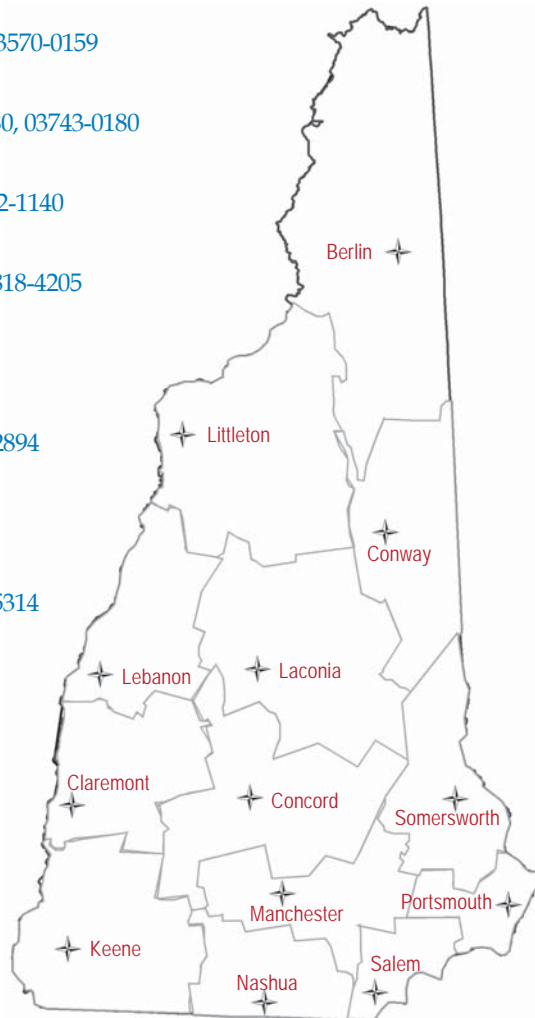
2000 Lafayette Road, 03801-5673

Salem (893-9185)

29 South Broadway, 03079-3026

Somersworth (742-3600)

6 Marsh Brook Drive 03878-1512



For more information on this series of brochures, or to find out about our other products, contact us at:

New Hampshire Employment Security
Economic and Labor Market Information Bureau
32 South Main Street, Concord, NH 03301-4857
Phone: (603) 228-4124, E-mail: elmi@nhes.nh.gov, Web site: www.nh.gov/nhes/elmi

SOC 39-9021
NHCRN 03/09

So, you want to be a ...



Personal & Home Care Aide

Health Science

Projected to be among the fastest growing occupations
(New Hampshire Occupational Projections, 2006-2016)

Here are a few things you should know.



Your gateway to New Hampshire workforce and career information



You'll want to know a few things about this career

Average Hourly Wage
\$10.22

Expected 10 year Growth
58%

Average Annual Openings
203

Training/Education Needed

Short On-the-Job Training
Certification (voluntary) is available which demonstrates your having met industry standards (See National Association for Home Care). See **Personal & Home Care Aide** Programs available in NH at <http://nhetwork.nhes.state.nh.us/nhetwork/> (NHetwork)

Basic Skills

Reading, listening, writing, speaking

Job Skills

Responsibility, compassion, emotional stability, cheerfulness, tact, honesty, discretion. (Also speaking, social perceptiveness, active listening, instructing, critical thinking, identification of key causes, learning strategies)

So, you want to be a ...



Personal & Home Care Aide

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Tasks

Source: O*Net Online

1. Perform health care related tasks, such as monitoring vital signs and medication, under the direction of registered nurses and physiotherapists.
2. Administer bedside and personal care, such as ambulating and personal hygiene assistance.
3. Prepare and maintain records of client progress and services performed, reporting changes in client condition to manager or supervisor.
4. Perform housekeeping duties, such as cooking, cleaning, washing clothes and dishes, and running errands.
5. Care for individuals and families during periods of incapacitation, family disruption or convalescence, providing companionship, personal care and help in adjusting to new lifestyles.
6. Instruct and advise clients on issues such as household cleanliness, utilities, hygiene, nutrition and infant care.
7. Plan, shop for, and prepare nutritious meals, or assist families in planning, shopping for, and preparing nutritious meals.
8. Participate in case reviews, consulting with the team caring for the client, to evaluate the client's needs and plan for continuing services.
9. Transport clients to locations outside the home, such as to physicians' offices or on outings, using a motor vehicle.
10. Train family members to provide bedside care.

Interests
(Holland Code)
SRC
(Social, Realistic, Conventional)

Interest Area
Health Science

Working Conditions
Vary depending on patient need/ surroundings (Some clients are angry or difficult, my require some traveling between client homes)

Average Work Week
Varies depending on number of clients (Can be up to 40 hours or more, could include evening, weekend, and holiday work to meet 24-hour care requirements)

Sources of Additional Information

NH Employment Security (Contact office nearest you or go online to www.nh.gov/nhes/)

National Association for Homecare and Hospice
228 7th Street SE
Washington, DC 20003
www.nahc.org