GENEUSCARE, LLC

GEORGIA • EMPLOYEE JOB DESCRIPTION

Companion / Sitter Caregiver

Service category	Companion / Sitter
Work location	Client homes in GeneusCare's approved Georgia service area
Employment status	Part-time, nonexempt hourly (W-2); schedule varies by client needs
Reports to	Administrator / designated supervisor; RN for assigned clinical oversight as applicable
License	Georgia PHCP Provisional Permit #PHCP046159

Position Summary

Provide nonmedical companionship and practical household support that promotes comfort, engagement, and independence.

Essential Responsibilities

- Provide conversation, social engagement, reassurance, supervision/observation, and support with hobbies and daily routines.
- Assist with light housekeeping, laundry, simple meal preparation, grocery lists, and errands as described in the service plan.
- Accompany clients to appointments or community activities when authorized; follow agency transportation and driving policies.
- Report safety concerns, changes in well-being, missed visits, incidents, and suspected abuse or neglect immediately.
- Keep accurate visit notes and time records; protect confidentiality and client property.
- Do not provide hands-on personal care, medication administration, skilled nursing, or other services outside the approved companion/sitter plan.

Minimum Qualifications and Conditions

- Compassionate communication skills, dependability, and ability to maintain professional boundaries.
- Experience in caregiving or customer service preferred; training and competency appropriate to assigned duties.
- Reliable transportation and ability to travel to client homes.
- Satisfactory required background determination and baseline TB screening before client assignment.

Scheduling, Conduct and Safety

Employees must attend required orientation and ongoing training, follow the individualized care plan and supervisor instructions, report hours worked accurately, maintain professional boundaries, and follow confidentiality, incident-reporting, infection-control, and abuse-prevention policies. Overtime must be approved in advance but all hours worked will be paid as required by law.

Physical / Work Environment

Work occurs in private residences and may involve standing, walking, bending, and assisting clients with movement. Essential functions and reasonable accommodations will be evaluated individually. Employees must promptly disclose any unsafe assignment or task outside their competence.

Equal Employment Opportunity

GeneusCare provides equal employment opportunity and reasonable accommodations as required by applicable law. This description summarizes the role and may be updated consistent with law and agency needs; it is not an employment contract.