



# Partners in Quality Care

JULY 2019

*In-Home Aides Partners in Quality Care* is a monthly newsletter published for member agencies.

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## Learning Objectives:

**\*Define ADLs and IADLs**

**\*Define Person Centered Care**

**\*Knowledge, Skills, Abilities and Attitudes with Personal Care Assistance**



## ASSISTING WITH ACTIVITIES OF DAILY LIVING (ADLs)

Basic ADLs are the things many people do when they get up in the morning and get ready to go out of the house: get out of bed, go to the toilet, bathe, dress, groom, and eat. Activities of daily living (ADLs or ADL) is a term used in healthcare to refer to people's daily self-care activities.

Basic ADLs consist of self-care tasks that include, but are not limited to:

- Bathing and showering
- Personal hygiene and grooming (including brushing/combing/styling hair)
- Dressing
- Toilet hygiene (getting to the toilet, cleaning oneself, and getting back up)
- Functional mobility, often referred to as "transferring", as measured by the ability to walk, get in and out of bed, and get into and out of a chair; the broader definition (moving from one place to another while performing activities) is useful for people with different physical abilities who are still able to get around independently
- Eating (not including cooking)

Instrumental activities of daily living (IADLs) include items such as:

- Cleaning and maintaining the house
- Moving within the community
- Preparing meals
- Shopping for groceries and necessities
- Taking prescribed medications
- Using the telephone or other form of communication
- Money management
- Reading and writing

Assisting clients with ADLs and IADLs is a vital role of an In-home aide. Each client has unique needs, the ADLs that a client needs assistance with and what kind of assistance will differ from one client to the next and will be written on the plan of care. Be sure to check the client's plan of care for a list of tasks to be performed and ask questions if any information is unclear and seek help as needed. You will have many opportunities to assist clients with living in a safe environment. If you have concerns regarding any part of the client's safety, be sure to communicate openly with your supervisor in order to deliver the safest, most effective care possible. As an In-home aide, you will also want to apply person centered concepts in care delivery. Person-centered care is a philosophy that promotes individuality and maintains a person's rights involving the care planning process.

- **To be person-centered means:**
  - **Treating clients and family members with dignity and respect**
  - **Pledging to be honest when trying to balance what is important to and important for the client**
  - **Seeking to understand clients in the context of their age, gender, culture, ethnicity, belief system, social and income status, education, family, and any other factors that make them unique**
  - **Acknowledging and valuing families and supporting their efforts to assist family members**

**Assisting with Activities of Daily Living (ADLs) requires the following skills:** page 2

- Listening to and observing the preferences of the client
- Respecting the client’s right to privacy, respect, and dignity
- Promoting the client’s independence
- Showing respect and cultural sensitivity in communicating with others
- Applying the principles of infection control
- Using standard precautions ( i.e. wearing gloves for bathing and oral care, following infection control policies)
- Using proper body mechanics and assistive devices (if applicable) in helping with client transfers, ambulation (walking), and using safe techniques to keep you and the client safe, check assistive devices for defects
- Observing, recording, and reporting as appropriate



**Bathing is good for the client because it:**

- Cleans off dirt and germs
- Gets the client’s blood moving
- Makes the client feel and smell good
- Prevents pressure ulcers (bedsores), this is also a time you can help the client observe their skin for any signs of redness, rashes, sores, cracked or irritated areas, and other problems noted with the skin and report per agency guidelines



Bathing is important, but a lot of people do not like having someone else bathe them. If you pay attention to these key areas, you can assist the client to bathe, respecting their dignity and comfort.

<p><b>To get ready:</b></p> <ul style="list-style-type: none"> <li>• Check the client’s plan of care to see what kind of bathing is assigned</li> <li>• Only provide the type of bath assigned on the client’s plan of care that you are approved to assist with based on your demonstration of competence per your agency policies</li> <li>• Get all the things you’ll need before you start</li> </ul>	<p><b>To treat the client with respect:</b></p> <ul style="list-style-type: none"> <li>• Before starting, ask the client if he/she is ready for bathing</li> <li>• Confirm with the client what you will do</li> <li>• Support the client to do as much as he or she can</li> <li>• Give him/her as much privacy as possible</li> </ul>
<p><b>To keep you and the client safe:</b></p> <ul style="list-style-type: none"> <li>• Follow safety rules for infection control</li> <li>• Use good body mechanics</li> <li>• <b>Watch out for wet spots on the floor</b> or objects that might make you or the client fall</li> <li>• Check the water temperature (the client may have decreased or no sensation and unable to feel the water temperature depending on their condition and can be burned with hot water)</li> </ul>	<p><b>To keep the client from getting cold:</b></p> <ul style="list-style-type: none"> <li>• Work as quickly as you can, but without making the client feel rushed</li> <li>• Add warm water to a tub bath as needed Keep the client covered when you are assisting him/her to dry off</li> </ul>
<p><b>To help the client bathe:</b></p> <ul style="list-style-type: none"> <li>• Assist the client to wash from clean to dirty areas             <ul style="list-style-type: none"> <li>○ Face</li> <li>○ Upper body</li> <li>○ Legs and feet</li> <li>○ Perineum (between their legs)</li> </ul> </li> <li>• Change the water if it gets too dirty or soapy</li> <li>• Rinse the washcloth and get clean water in the basin and then rinse off all the soap</li> <li>• Wash the client’s hair last as applicable</li> </ul>	<p><b>To finish:</b></p> <ul style="list-style-type: none"> <li>• Gently pat the client’s skin dry-don’t rub with the towel. Assist the client to use lotion, if desired (notify your supervisor if you are asked by the client to put on medicated lotions or creams as that is not an allowed task for an In-home aide)</li> <li>• Assist the client to get dressed- Provide personal privacy by undressing and dressing one part of the body at a time. Put clothing <i>on</i> weaker side first. Take clothing <i>off</i> stronger side first</li> </ul>

Assisting clients with bathing and personal hygiene involves Knowledge, Skills, Abilities and Attitude-page 3

- Knowledge- what you need to know related to the human body and infection control
- Skills- what you need to know to carry out the tasks of bathing and personal hygiene related to the tasks required and keeping your clients safe as well as demonstrated competency in assisting with or providing various types of bathing
- Abilities- example- what type of physical abilities you need depending on your client’s needs as well as abilities to document observations and tasks provided
- Attitude- how you feel about taking care of the personal needs of another person and having empathy to maintain the dignity of the person that you are assisting during the process; having respect and a caring attitude for the clients you assist and a commitment to doing a good job are encompassed in the attitude in assisting with ADLs and IADLs

**Assistance with Nutrition: (meals and eating):**  
 Eating is about more than just the food. For many people, it is one of the most important events of the day  
Steps to assist a client to eat:  
 •Cut up food into bite-size pieces as necessary  
 •Open any cartons or containers that would be difficult for the client to open  
 •Ensure that food is not too hot. Stir to cool  
 •Talk to the client about what food is there and ask if the client needs additional assistance  
 If you are assigned the task of feeding a client, you will need to have demonstrated competence in feeding and safety with feeding such as choking hazards, correct positioning, and other elements of feeding a client. For meal preparation, be sure to know the type of meal to prepare and any special dietary instructions for the client

**These devices make it easier for the client to feed him or herself:**

- Angled forks and spoons-for limited wrist or arm movement
- Easy-grip large-handled forks, spoons, and knives (can also use foam to create large grip handles on eating utensils)
- Hand-clip handle with easy grip
- Hand-clip handle for non-grip
- Sipper cup with lid
- Plates with high lips-to keep food on plate
- Snap-on food guard-to keep food on plate

**Oral Hygiene-** Oral hygiene means cleaning the mouth, teeth, gums and tongue to remove pieces of food and bacteria which helps prevent tooth decay, gum disease, and mouth odor. The mouth is the first organ of the digestive system, and a clean healthy mouth is important for good nutrition. Good oral health is an important part of good overall health. Oral health has been linked with other chronic diseases, like diabetes and heart disease. The major risks for tooth loss are tooth decay and gum disease that may increase with age because of problems with saliva production; receding gums that expose “softer” root surfaces to decay-causing bacteria; or difficulties flossing and brushing because of poor vision, cognitive (i.e. dementia) problems, chronic disease, and physical limitations. Assisting a client with their oral health needs, including denture care, is an important role of the In-home aide

**Toileting-**When someone is “incontinent,” that means they are not able to control either when they urinate or have bowel movements or both. Assisting the client to get on a regular schedule of using the toilet can help to prevent “accidents.” Give your client as much privacy as you can while they are on the toilet. This is important because most people like privacy. Ask them if they want you to stay or go (follow the plan of care for safety precautions). Make sure they will be safe and tell them where you will be. Make sure that you are nearby to hear them call out (do not get distracted on a cell phone when you are assisting or waiting to assist a client). Help the client to wipe themselves after toileting as needed, remember to:

- Wear gloves. Wipe women from front to back to avoid wiping germs into the urinary tract
- Remove and throw away used gloves