### PURPOSE

To establish guidelines for the responsibilities and the frequency of supervisory visits for home health aide personnel.

### POLICY

Nursing personnel or therapists, as appropriate, must always be available to the home health aide for consultation during the aide's working hours. The registered nurse or therapist (when there is not a nurse assigned to the patient) must conduct supervisory visits to the patient’s residence at regular intervals.

### PROCEDURE

1. The frequency of supervisory visits will be based upon the needs of the patient after the plan of care is established. They must be conducted at least every fourteen (14) days.
2. The overall performance of the home health aide will be evaluated at least annually for competency.
3. The registered nurse and/or appropriate therapist will be responsible for:
	1. Supervision of all services provided for in the plan of care
	2. Specific training in personal care skills and other procedures related to the care of the patient
	3. Regular consultations (i.e., case conferences) with the home health aide
	4. Documentation of all pertinent clinical notes, which may include observations made
	by the aide
4. Supervisory visits and overall supervision will be documented.