

# The Home Health Aide Handbook

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Adapted from Dr. William Leahy's  
*Providing Home Care: A Textbook for Home Health Aides*

SECOND EDITION

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## Notice to Readers

Though the guidelines and procedures contained in this text are based on consultations with healthcare professionals, they should not be considered absolute recommendations. The instructor and readers should follow employer, local, state, and federal guidelines concerning health-care practices. These guidelines change, and it is the reader's responsibility to be aware of these changes and of the policies and procedures of his or her healthcare agency.

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## Gender Usage

This textbook utilizes the pronouns “he,” “his,” “she,” and “hers” interchangeably to denote care team members and clients.



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# Welcome

## to Hartman Publishing's Home Health Aide Handbook.



We hope you will happily place this little reference book into your purse, backpack, or your home care visit bag and leave it there so you will have it available at all times as you go about your day-to-day duties as a home health aide. This handbook will serve as a quick but comprehensive reference tool for you to use from client to client.

### Features and Benefits

This book is a valuable tool for many reasons. For home health aides, it includes all the procedures you learned in your training program, plus references to abbreviations, medical terms, care guidelines for specific diseases, and an appendix for you to write down important names and phone numbers. For certified nursing assistants moving to home care, we've included information on making the transition from facilities to homes. In addition, this book contains all of the federal requirements for home health aides, so it can also be used in a basic training program.

We have divided the book into eight parts and assigned each part its own colored tab, which you'll see at the top of every page.



You'll find blue **key terms** throughout the text. Explanations for these terms are in the Glossary in the Appendix of this book. **Common Disorders, Guidelines** and **Observing and Reporting** are also colored for easy reference. Procedures are indicated with a black bar. There is also an index in the back of the book, and on the back cover, you'll see a more detailed explanation of how to use the color tabs. We will be updating this guide periodically, so don't hesitate to let us know what you would like to see in the next handbook we publish.

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