

## PERSONAL CARE AIDE SERVICES (PCA) EDUCATION VISIT CHECKLIST

**Member's Name:** \_\_\_\_\_

Reviewed with member / authorized representative/family:

- That the PCA is hired by Licensed Home Care Service Agency (LHCSA), directed by Nurse at LHCSA.
- The PCA tasks are limited to performance of tasks allowable by a PCA.
- The PCA hours are tracked using electronic time and attendance system.
- LHCSA is responsible for finding coverage in cases where aide is not available to cover shift.
- Member and family member (name of family member) verbalized understanding the PCA program.

Notes: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

NA/CM Signature \_\_\_\_\_

Date: \_\_\_\_\_

NA/CM Name \_\_\_\_\_