**) Example of Large ad**

The (insert HD name) Health Department is accepting applications for a (FT/PT) **Home Health Aide II.**

**General Duties include**: This position serves under the basic direction of a Registered Nurse or other appropriate supervisor (LPT or Speech Therapist). Responsibilities for this position include, but are not limited to: Provide moderate to difficult Home Health services with increased knowledge, skills and abilities.

Performs appropriate and safe techniques in personal hygiene and grooming that include:

Bed sponge, tub or shower bath/shampoo, sink tub or bed, nail and skin care, oral hygiene. Toileting and disposal, safe transfer techniques and ambulation with or without equipment. Normal range of motion and positioning, adequate nutrition and fluid intake. Performs other duties as assigned in classification.

Observation, reporting and documentation of patient status and the care or service furnished. Perform as preceptor during orientation and training of home health aides. Work as lead person in scheduling, coordination, orientation and training of Home Health Aides and participate in quality assurance activities related to aides.

**Minimum Education, Training or Experience:** High School Diploma or GED. Two (2) years of compensated experience in a home health agency, all or part of which must have been in the previous 24 months prior to employment.

**Substitution for Education, Training or Experience**: Appropriate aide related experience may substitute for the education requirement on a year for year basis for a maximum of four (4) years. For promotional purposes an individual with two (2) years of experience in the home health agency may be considered for this position.

**Special Requirements**: An individual employed in this position must maintain continued fulfillment of the required competency evaluation approved by the Cabinet for Health Services.

**Starting Salary**: $14.31-$17.79/hr negotiable with additional experience. Grade 11

**Apply at** [**https://KOG.CHFS.KY.GOV/HOME**](https://KOG.CHFS.KY.GOV/HOME). **Create a citizen’s account and search LHDCOS (search and apply)** Completed application must be submitted by **(insert date) Transcripts must be provided before the close date if post-secondary education is required or may be substituted for experience. Transcripts must list the degree awarded.** Qualified applicants/employees are subject to a pre-screening, selection for interview, and/or demonstration of skills testing. Employment may be contingent upon a successful drug screening and background check. Equal Opportunity Employer.

**2) Example of smaller ad to reference website**

The (insert HD name) Health Department is accepting applications for a **Home Health Aide II.**

**Starting Salary**: $14.31-$17.79/hr negotiable with additional experience. Grade 11

A full listing of qualifications may be obtained at <https://chfs.ky.gov/agencies/dph/dafm/lhpb/Pages/merit.aspx>. Apply at <https://KOG.CHFS.KY.GOV/HOME>. Create a citizen’s account and search LHDCOS (search and apply). The completed application must be submitted by **(insert date).** **Transcripts must be provided before the close date if post-secondary education is required or may be substituted for experience. Transcripts must list the degree awarded.** Qualified applicants/employees are subject to a pre-screening, selection for interview, and/or demonstration of skills testing. Employment may be contingent upon a successful drug screening and background check. Equal Opportunity Employer.