

# **HOME HEALTH AIDE MATRIX**

## **Permissible and Non-Permissible Activities**

### **Home Health Aide (HHA) Services**



**NEW YORK STATE DEPARTMENT OF HEALTH**  
**Division of Home and Community Based Services**  
**April 2006; January 2007; March 2009**

**STATE OF NEW YORK**  
DEPARTMENT OF HEALTH

# **HOME HEALTH AIDE MATRIX**

**PERMISSIBLE AND NON-PERMISSIBLE ACTIVITIES  
HOME HEALTH AIDE (HHA) SERVICES**

**PERMISSIBLE AND NON-PERMISSIBLE ACTIVITIES  
HOME HEALTH AIDE (HHA) SERVICES**

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## INTRODUCTION

The Matrix delineates the activities associated with the provision of health related tasks by home health aides. Designations of permissible activities, permissible under special circumstances, and non-permissible activities are very specific and detailed to reflect the collaborative work and agreement by the State Education Department (SED) to clarify which activities that would be permissible by SED without violating the Nurse Practice Act and to assure that:

- there is a common understanding of all activities associated with each task; and
- the home care industry clearly understands which parts of the activity may be performed by the home health aide without violating the Nurse Practice Act in New York State (Article 139 of the State Education Law).

The language used in the listing of activities in the Matrix is not intended to imply that a home health aide providing services may make judgements about a patient's need for assistance with an activity. The patient's medical status must be reflected in a physician's order. A registered professional nurse must assess the functions, tasks, activities and degree of assistance needed by the patient. Permissible activities must be identified in the patient's plan of care. The home health aide must be supervised by a registered professional nurse or therapist and, where indicated, receive on-the-job training in the patient's home in performance of an activity.

A Glossary explaining selected terms found in the Matrix is presented on pages 6-7. The Glossary is intended to be used as a reference in conjunction with review and interpretation of the Matrix content. Page numbers are included in the Glossary to assist in the location of the terms within the body of the Matrix.

## **GLOSSARY**

- ◇ **Activities Permissible Under Special Circumstances, General, pages 9-68:** activities which can only be provided in association with a patient whose characteristics and case situation meet all of the following criteria:
  1. The patient is self-directing: i.e. has the capability to make choices about the activities of daily living, understands the impact of these choices and assumes responsibility for the results of the choices;
  2. The patient has need for assistance with the task or activity for routine maintenance of his/her health;
  3. The patient cannot physically perform the task or activity because of his/her disability; and
  4. The patient has no informal caregiver available at the time the task or activity must be performed, or the caregiver is unwilling or unable to perform the task, or the caregiver's involvement is unacceptable to the patient.
  
- ◇ **Activities Permissible Under Special Circumstances, Administration of Injectable (Insulin Only) Medications, pages 20-22:** cleaning of the site for insulin injection, inspection of the site for evidence of infection and/or irritation and injection of a pre-filled insulin dose for a patient whose characteristics and case situation meet the above four criteria.
  
- ◇ **Activities Permissible Under Special Circumstances, Indwelling Catheter, pages 36-38 and page 57:** irrigation of the catheter, changing of a leg or bed urinary drainage bag and collection of a urinary specimen for testing purposes from the drainage bag for a patient whose characteristics and case situation meet the above four criteria and whose home care aide provides service exclusively to the patient within a particular day.
  
- ◇ **Activities Permissible Under Special Circumstances, Mechanical Ventilators, pages 45-46:** activities which can only be performed for a patient whose characteristics and case situation meet the above four criteria and by a home care aide with current certification in cardiopulmonary resuscitation (CPR).



- ◇ **Administration of Medications, pages 15-26:** activities performed to prepare for and complete the administration of prescription and/or non-prescription oral, topical intra-aural, nasal, ocular, rectal and vaginal medications. Removal of the proper amount of medication from the medication container and/or application, instillation, insertion, etc. of a medication by a home care aide can only be performed for a patient who is self-directing; i.e. has the capability to make choices about the activities of daily living, understand the impact of these choices and assume responsibility for the results of the choices.
- ◇ **Mature and Stable Ostomy, pages 62-68:** an ostomy that is now new or changing and for which a routine of care has been established.
- ◇ **Observe, Record and Report, General, pages 9-68:** to gather, write down and/or verbally convey information documenting:
  1. actions and findings of the home care aide when assisting the patient with a specific function, task or procedure assigned in the patient's plan of care;
  2. changes in the patient's behavior, physical environment and relationships with other caregivers which might affect the plan of care;
  3. effects of, or patient's reaction to, a procedure or treatment performed by the home care aide; and
  4. effects of, or problems developing from, a procedure or treatment performed by someone other than the home care aide.
- ◇ **Routine Skin Care, pages 28-29:** activities normally performed on a regular basis to maintain the skin's integrity, e. g. bathing and grooming.
- ◇ **Special Skin Care, pages 29-30:** activities performed as needed to protect a stable surface wound or to prevent the development of decubiti.
- ◇ **Stable Skin Surface, pages 18-20:** skin surface that may have a superficial wound but is not open, inflamed or infected.
- ◇ **Stable Surface Wound, pages 48-49:** a wound that is closed, crusted or scabbed over, non-draining and non-infected, but not necessarily healed.

PERMISSIBLE AND NON-PERMISSIBLE ACTIVITIES  
HOME HEALTH AIDE (HHA) SERVICES

FACE SHEET

Function/Task: preparing meals in accordance with modified diets

and

preparing meals in accordance with complex modified diets

Page(s): 9-14

Home Health Aide, special circumstances: a term used to define activities which can only be provided for a patient whose characteristics and case situation meet all of the following criteria;

1. The patient is self-directing; i.e. has the capability to make choices about the activities of daily living, understands the impact of these choices and assumes responsibility for the results of the choices;
2. The patient has need for assistance with the task or activity for routine maintenance of his/her health;
3. The patient cannot physically perform the task or activity because of his/her disability; and
4. The patient has no informal caregiver available at the time the task or activity must be performed, or the caregiver is unwilling or unable to perform the task, or the caregiver's involvement is unacceptable to the patient.

PERMISSIBLE AND NON-PERMISSIBLE ACTIVITIES  
HOME HEALTH AIDE (HHA) SERVICES

Functions/Tasks	Activities	Permissible HHA	Permissible Under Special Circumstances HHA	Non- Permissible HHA
Preparing meals in accordance with modified diets				
- low sugar	1. plan meals in cooperation with patient and family.	x		
- low salt				
- low fat				
- low residue	2. prepare shopping list.	x		
- calorie				
- high calorie				
- low cholesterol				
- bland				
- mechanically altered	4. assemble/set up necessary equipment/utensils supplies for meal preparation.	x		
- high residue				
- high protein				
- soft	5. prepare meals/foods.	x		
- liquid				
	6. serve meals.	x		
	7. clean cooking area, equipment and utensils.	x		
	8. store uneaten foods properly.	x		
	9. observe, record and report.	x		

PERMISSIBLE AND NON-PERMISSIBLE ACTIVITIES  
HOME HEALTH AIDE (HHA) SERVICES

Functions/Tasks	Activities	Permissible HHA	Permissible Under Special Circumstances HHA	Non- Permissible HHA
Preparing meals in accordance with complex modified diets.				
- diabetic	1. plan meals in cooperation with patient or family.	x		
- nutritionally supplemented, involving measuring and mixing	2. prepare shopping list.		x	
- combination of two or more modified diets	3. purchase foods.		x	
	4. assemble/set up necessary equipment/utensils/supplies for meal preparation.	x		
	5. prepare meals/foods.	x		
	6. add medication to foods:			
	a. hyperal imentation solutions;			x
	b. oral medications;			x
	c. vitamin supplements;	x		
	d. stool softeners.	x		
	7. serve meals.	x		

PERMISSIBLE AND NON-PERMISSIBLE ACTIVITIES  
HOME HEALTH AIDE (HHA) SERVICES

Functions/Tasks	Activities	Permissible HHA	Permissible Under Special Circumstances HHA	Non- Permissible HHA
Preparing meals in accordance with complex modified diets.				
- diabetic, et al (cont.)	8. clean cooking area, equipment and utensils.	x		
	9. store uneaten foods properly.	x		
	10. observe, record and report.	X		
- tube feedings	1. assemble necessary equipment and supplies.	x		
- naso-gastric	2. position patient for instillation of feeding.	x		
	3. insert tubes.			x
	4. irrigate tubes.			x
	5. instill feeding.			x
	6. hand requested items to person instilling feeding.	x		
	7. dispose of used equipment and supplies.	x		

PERMISSIBLE AND NON-PERMISSIBLE ACTIVITIES  
HOME HEALTH AIDE (HHA) SERVICES

Functions/Tasks	Activities	Permissible HHA	Permissible Under Special Circumstances HHA	Non- Permissible HHA
Preparing meals in accordance with complex modified diets (cont.)				
- tube feedings (cont.)	8. clean reusable equipment and unused supplies.	x		
	9. store reusable equipment and unused supplies.	x		
	10. observe, record and report.	X		
- total parenteral nutrition (TPN)	1. dressing change to IV catheter site (see permissible activities related to changing of dressings involving sterile procedure, pages 50-51).			
	a. assemble necessary equipment and supplies;	x		
	b. change dressing;			x
	c. clean reusable equipment;		x	
	d. store equipment and unused supplies;	x		
	e. observe, record and report.	x		

PERMISSIBLE AND NON-PERMISSIBLE ACTIVITIES  
HOME HEALTH AIDE (HHA) SERVICES

Functions/Tasks	Activities	Permissible HHA	Permissible Under Special Circumstances HHA	Non- Permissible HHA
Preparing meals in accordance with complex modified diets (cont.)				
- total parenteral nutrition	2. mixing solutions:			
	a. assemble necessary equipment and supplies;			X
	b. check for names, dates, clarity of solution;			X
	c. attach tubing to solution bottles;			X
	d. prepare additives;			X
	e. inject additives into solution;			X
	f. store solution as directed;		X	
	g. observe, record and report.			X
	3. hooking up solutions:			
	a. assemble necessary equipment and supplies;			X
	b. hang solution on IV pole;			
	c. prepare additional equipment;			X
	d. prepare Heparin flush;			X

PERMISSIBLE AND NON-PERMISSIBLE ACTIVITIES  
HOME HEALTH AIDE (HHA) SERVICES

Functions/Tasks	Activities	Permissible HHA	Permissible Under Special Circumstances HHA	Non- Permissible HHA	
Preparing meals in accordance with complex modified diets (cont.)					
- total parenteral nutrition	e. inject Heparin into TPN catheter;			X	
	f. connect solution tubing to catheter;			X	
	g. set initial infusion rate;			X	
	h. adjust infusion rate;			X	
	i. Inject Heparin flush again;			X	
	j. perform sterile dressing change to IV catheter site;			X	
	k. clean reusable equipment;		X		
	l. store reusable equipment and unused supplies;		X		
	m. repair equipment;			X	
	n. observe, record and report.			X	
	4. daily monitoring:				
		a. measure weight;	X		
		b. take temperature;	X		
		c. test urine for sugar;	X		



PERMISSIBLE AND NON-PERMISSIBLE ACTIVITIES  
HOME HEALTH AIDE (HHA) SERVICES

FACE SHEET

Function/Task: administration of medications

Page(s): 16-26

Home Health aide, special circumstances: a term used to define activities which can only be provided for a patient whose characteristics and case situation meet all of the following criteria:

1. The patient is self-directing; i.e. has the capability to make choices about the activities of daily living, understands the impact of these choices and assumes responsibility for the results of the choices;
2. The patient has need for assistance with the task of activity for routine maintenance of his/her health;
3. The patient cannot physically perform the task or activity because of his/her disability; and
4. The patient has no informal caregiver available at the time the task or activity must be performed, or the caregiver is unwilling or unable to perform the task, or the caregiver is unwilling or unable to perform the task, or the caregiver's involvement is unacceptable to the patient.

PERMISSIBLE AND NON-PERMISSIBLE ACTIVITIES  
HOME HEALTH AIDE (HHA) SERVICES

Functions/Tasks	Activities	Permissible HHA	Permissible Under Special Circumstances HHA	Non- Permissible HHA
Administration of medications				
- oral medications	1. prompt patient of time to take medication.	x		
	2. read the label on the medication container to check:			
	a. the name of the person for who the medication is intended;	x		
	b. the name of the medicine (may include both the generic and brand name);	x		
	c. amount to be used at each application;	x		
	d. frequency of the amount (i.e. QD, BID, etc.);	x		
	e. expiration date for prescription medications;	x		
	f. name, telephone number, address, and ID number of pharmacy;	x		
	g. doctor's name;	x		
	h. date prescription is filled;	x		
	i. number of prescription.	x		

PERMISSIBLE AND NON-PERMISSIBLE ACTIVITIES  
HOME HEALTH AIDE (HHA) SERVICES

Functions/Tasks	Activities	Permissible HHA	Permissible Under Special Circumstances HHA	Non- Permissible HHA
Administration of medications (cont.)				
- oral medications (cont.)	3. Bring the medication container and any necessary supplies and equipment to the patient.	x		
	4. open the medication container for the patient.		x	
	5. position the patient for medication administration.		x	
	6. *remove proper amount of medication from container.		x	
	7. *put /spray/spoon prescription or non-prescription medication in patient's mouth:			
	a. not pre-measured;		x	
	b. pre-measured.		x	

\*This activity can only be provided for a patient who is self-directing; i.e. has the capability to make choices about the activities of daily living, understands the impact of these choices and assumes responsibility for the results of the choices.

PERMISSIBLE AND NON-PERMISSIBLE ACTIVITIES  
HOME HEALTH AIDE (HHA) SERVICES

Functions/Tasks	Activities	Permissible HHA	Permissible Under Special Circumstances HHA	Non- Permissible HHA
<b>Administration of medications (cont.)</b>				
- oral medications (cont.)	8. dispose of used supplies.	x		
	9. clean reusable equipment.	x		
	10. store medication properly.	x		
	11. observe, record and report.	X		
- topical medications, for stable skin surface	1. prompt patient of time to apply medication.	x		
	2. read the label on the medi- cation container (see oral medications, page 16).	x		
	3. bring the medication container and any necessary supplies and equipment to the patient.	x		
	4. open the medication container for the patient.			
	5. position patient for medication administration	x		

PERMISSIBLE AND NON-PERMISSIBLE ACTIVITIES  
HOME HEALTH AIDE (HHA) SERVICES

Functions/Tasks	Activities	Permissible HHA	Permissible Under Special Circumstances HHA	Non- Permissible HHA
Administration of medications				
- topical medications, for stable skin surface (cont.)	6. *remove proper amount of medication from container	x		
	7. *apply prescription or non-prescription medications:			
	a. antibiotics;	x		
	b. anesthetics;	x		
	c. corticosteroids;	x		
	d. vasodilators;	x		
	e. protectives;	x		
	f. antiparasitics;	x		
	g. antifungals;	x		
	h. antipruritics;	x		
	i. antibacterials;	x		
	j. rectal/vaginal preparations;	x		
	k. antianginals.			x
	8. dispose of used supplies.	x		
	9. clean reusable equipment and supplies.	x		

\*This activity can only be provided for a patient who is self-directing; i.e. has the capability to make choices about the activities of daily living, understands the impact of these choices and assumes responsibility for the results of the choices.

PERMISSIBLE AND NON-PERMISSIBLE ACTIVITIES  
HOME HEALTH AIDE (HHA) SERVICES

Functions/Tasks	Activities	Permissible HHA	Permissible Under Special Circumstances HHA	Non- Permissible HHA
<b>Administration of medications</b>				
- topical medications, for stable skin surface (cont.)	10. store medication properly.	x		
	11. observe, record and report.	x		
- injectible medications	1. prompt patient of time to inject medication.	x		
	2. read the label on the medication container (see oral medications, page 16).	x		
	3. bring the medication container and any necessary supplies and equipment to the patient.	x		
	4. open the medication container for the patient.	x		
	5. position the patient for injection of medication.	x		
	6. draw up solution (including reconstituting) or prepare prefilled dose.			x

PERMISSIBLE AND NON-PERMISSIBLE ACTIVITIES  
HOME HEALTH AIDE (HHA) SERVICES

Functions/Tasks	Activities	Permissible HHA	Permissible Under Special Circumstances HHA	Non- Permissible HHA
Administration of medications (cont.)				
- injectible medications (cont.)	7. cleanse site for injection of insulin.		x	
	8. inspect site for evidence of infection and/or irritation.		x	
	9. give injection:			
	a. intramuscular including Z track;			x
	b. intravenous;			x
	c. intracutaneous;			x
	d. subcutaneous;			x
	(1) prefilled insulin;			
	(2) other.		x	x
	10. dispose of used supplies.	x		
	11. dispose of needles used for:			
	a. insulin injection;	x		
b. other types of injections.			x	
12. clean reusable equipment and supplies.		x		

PERMISSIBLE AND NON-PERMISSIBLE ACTIVITIES  
HOME HEALTH AIDE (HHA) SERVICES

Functions/Tasks	Activities	Permissible HHA	Permissible Under Special Circumstances HHA	Non- Permissible HHA
Administration of medications (cont.)				
- injectible medications (cont.)	13. store medication properly.	x		
	14. observe, record and report.	X		
- intra-aural, nasal and ocular medications.	1. prompt patient of time to instill or apply medication.	x		
	2. read the label on the medication container (see oral medications, page 16).	x		
	3. bring the medication container and any necessary supplies and equipment to the patient.	x		
	4. open the medication container for the patient.	x		
	5. *remove proper amount of medication from container.	x		
	6. warm solution for medication instillation/application.	x		

\*This activity can only be provided for a patient who is self-directing; i.e. has the capability to make choices about activities of daily living, understands the impact of these choices and assumes responsibility for the results of the choices.



PERMISSIBLE AND NON-PERMISSIBLE ACTIVITIES  
HOME HEALTH AIDE (HHA) SERVICES

Functions/Tasks	Activities	Permissible HHA	Permissible Under Special Circumstances HHA	Non- Permissible HHA
Administration of medications (cont.)				
- intra-aural, nasal and ocular medications (cont.)	7. position the patient for instillation or application of medication.	x		
	8. perform special cleansing of eyelids and eyelashes to remove secretion and crusts and prepare for instillation or application of ocular medication.	x		
	9. straighten ear canal and prepare for instillation or application of intra-aural medication.	x		
	10. *instill/apply/spray prescription or non-prescription medication.	x		
	11. dispose of used supplies.	x		

\*This activity can only be provided for a patient who is self-directing; i.e. has the capability to make choices about the activities of daily living, understands the impact of these choices and assumes responsibility for the results of the choices.

PERMISSIBLE AND NON-PERMISSIBLE ACTIVITIES  
HOME HEALTH AIDE (HHA) SERVICES

Functions/Tasks	Activities	Permissible HHA	Permissible Under Special Circumstances HHA	Non- Permissible HHA
Administration of medications (cont.)				
- intra-aural, nasal and ocular medications (cont.)	12. clean reusable equipment and supplies	x		
	13. store medication properly.	x		
	14. observe, record and report.	X		
- rectal and vaginal medications	1. prompt patient of time to insert medication.	x		
	2. read the label on the medication container (see oral medications, page 16).	x		
	3. bring the medication container and any necessary supplies and equipment to the patient.	x		
	4. open the medication container or package for the patient.	x		
	5. attach medication container to vaginal or rectal applicator.	x		

PERMISSIBLE AND NON-PERMISSIBLE ACTIVITIES  
HOME HEALTH AIDE (HHA) SERVICES

Functions/Tasks	Activities	Permissible HHA	Permissible Under Special Circumstances HHA	Non- Permissible HHA
Administration of medications (cont.)				
- rectal and, vaginal medications (cont.)	6. position the patient for insertion of medication.	x		
	7. *remove proper amount of medication from container.	x		
	8. *insert prescription or non-prescription medications:			
	a. creams, lotions;	x		
	b. glycerine suppositories;	x		
	c. medicated suppositories.	x		
	9. dispose of used supplies and equipment.	x		
	10. clean reusable supplies and equipment.	x		
	11. store medication properly	x		
	12. observe, record and report.	x		

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PERMISSIBLE AND NON-PERMISSIBLE ACTIVITIES  
HOME HEALTH AIDE (HHA) SERVICES

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Functions/Tasks	Activities	Permissible HHA	Permissible Under Special Circumstances HHA	Non- Permissible HHA
<hr/>				
Administration of medications (cont.)				
- medicated baths	1. prompt patient of bath time	x		
	2. prepare bath water.	x		
	3. pour medication into water.	x		
	4. clean equipment.	x		
	5. store medication properly.	x		
	6. observe, record and report.	x		

PERMISSIBLE AND NON-PERMISSIBLE ACTIVITIES  
HOME HEALTH AIDE (HHA) SERVICES

FACE SHEET

Function(s)/Task(s): providing skin care; routine, special

Page(s): 28-30

Home Health Aide, special circumstances: a term used to define activities which can only be provided for a patient whose characteristics and case situation meet all of the following criteria:

1. The patient is self-directing; i.e. has the capability to make choices about the activities of daily living, understands the impact of these choices and assumes responsibility for the results of the choices;
2. The patient has need for assistance with the task or activity for routine maintenance of his/her health;
3. The patient cannot physically perform the task or activity because of his/her disability; and
4. The patient has no informal caregiver available at the time the task or activity must be performed, or the caregiver is unwilling or unable to perform the task, or the caregiver's involvement is unacceptable to the patient.

PERMISSIBLE AND NON-PERMISSIBLE ACTIVITIES  
HOME HEALTH AIDE (HHA) SERVICES

Functions/Tasks	Activities	Permissible HHA	Permissible Under Special Circumstances HHA	Non- Permissible HHA
<b>Providing skin care</b>				
- routine	1. assemble necessary equipment and supplies.	x		
	2. position patient.	x		
	3. use support equipment (e.g., sheepskin, cushions).	x		
	4. maintain clean environment:			
	a. clothing change;	x		
	b. linen change;	x		
	c. supportive equipment.	x		
	5. perform personal care:			
	a. bathing;	x		
	b. backrub;	x		
	c. apply cream/lotion;	x		
	d. nail care:			
	(1) file;	x		
	(2) cut.		x	
	e. hair care;	x		
	f. toileting.	x		
	6. inspect skin for signs of pressure/irritation.	x		

PERMISSIBLE AND NON-PERMISSIBLE ACTIVITIES  
HOME HEALTH AIDE (HHA) SERVICES

Functions/Tasks	Activities	Permissible HHA	Permissible Under Special Circumstances HHA	Non- Permissible HHA
Providing skin care (cont.)				
- routine (cont.)	7. dispose of used supplies.	x		
	8. clean reusable equipment.	x		
	9. store reusable supplies.	x		
	10. dispose of used supplies.	X		
- special	1. assemble necessary equipment and supplies.	x		
	2. position patient.	x		
	3. *apply prescription or non-prescription topical medications to stable skin surface.	x		
	4. apply prescription or non-prescription topical medications to unstable skin surface.			x

\*This activity can only be provided for a patient who is self-directing; i.e. has the capability to make choices about the activities of daily living, understands the impact of these choices and assumes responsibility for the results of the choices.

PERMISSIBLE AND NON-PERMISSIBLE ACTIVITIES  
HOME HEALTH AIDE (HHA) SERVICES

Functions/Tasks	Activities	Permissible HHA	Permissible Under Special Circumstances HHA	Non- Permissible HHA
Providing skin care (cont.)				
- special (cont.)	5. perform dressing change on stable skin surface (see permissible activities related to changing dressings for stable surface wounds, pages 49-50).			
	6. perform dressing change on unstable skin surface.			x
	7. inspect skin for signs of pressure/irritation.	x		
	8. dispose of used supplies.	x		
	9. clean reusable equipment.	x		
	10. store reusable supplies.	x		
	11. observe, record and report.	x		



PERMISSIBLE AND NON-PERMISSIBLE ACTIVITIES  
HOME HEALTH AIDE (HHA) SERVICES

FACE SHEET

Function(s)/Task(s): using medical equipment, supplies and devices.

Page(s): 32-47

Home Health Aide, special circumstances: a term used to define activities which can only be provided for a patient whose characteristics and case situation meet all of the following criteria:

1. The patient is self-directing; i.e. has the capability to make choices about the activities of daily living, understands the impact of these choices and assumes responsibility for the results of the choices;
2. The patient has need for assistance with the task or activity for routine maintenance of his/her health;
3. The patient cannot physically perform the task or activity because of his/her disability; and
4. The patient has no informal caregiver available at the time the task or activity must be performed, or the caregiver is unwilling or unable to perform the task, or the caregiver's involvement is unacceptable to the patient.

Additional requirements exist for provision of selected activities related to indwelling catheters and for assistance with the use of mechanical ventilators. Requirements are starred (\*) and explained on the applicable pages of the Appendix. Requirements are also stated on pages 6-7 of the Glossary to the Appendix.

PERMISSIBLE AND NON-PERMISSIBLE ACTIVITIES  
HOME HEALTH AIDE (HHA) SERVICES

Functions/Tasks	Activities	Permissible HHA	Permissible Under Special Circumstances HHA	Non- Permissible HHA
Using medical equipment, Supplies and devices.				
- crutches	1. bring the equipment/supply/ device to the patient.	x		
- walkers				
- braces/splints	2. position the patient for use of equipment/device.	x		
- arm				
- leg				
- neck				
- back	3. fit/adjust equipment/supply device.			x
- prosthetics				
- artificial limbs	4. put on/put in/remove/operate:			
- hearing aids	a. braces/splints:			
- glasses	(1) arm;	x		
- artificial eyes	(2) leg;	x		
- dentures	(3) neck;	x		
- breasts	(4) back;	x		
- wheelchairs	(5) traction.			x
- motorized				
- unmotorized				
- trapeze	b. prosthetics:			
- footboards/cradles	(1) artificial limbs;	x		
- canes, all types	(2) hearing aids;	x		
	(3) glasses;	x		
	(4) artificial eyes;			x
	(5) dentures;	x		

PERMISSIBLE AND NON-PERMISSIBLE ACTIVITIES  
HOME HEALTH AIDE (HHA) SERVICES

Functions/Tasks	Activities	Permissible HHA	Permissible Under Special Circumstances HHA	Non- Permissible HHA
Using medical equipment, Supplies and devices (cont.)				
- hospital beds	4. put on/put in/remove/operate			
- special mattresses (eggcrate, air, water)	(cont.):			
- cushions (water, air)	b. prosthetics (cont.)			
- pads (sheepskin)	(6) breasts;	x		
- slings	(7) others.			x
- elastic support stockings	c. trapeze;	x		
- ace bandages	d. hospital beds;	x		
- backrests	e. slings;	x		
- transfer/sliding boards	f. elastic support stockings;	x		
	g. ace bandages		x	
	5. change/charge batteries of electrically/electronically operated equipment/devices.	x		
	6. dispose of used equipment/ supplies/devices.	x		
	7. clean reusable equipment/ supplies/devices.	x		
	8. store reusable equipment/ supplies/devices properly.	x		

PERMISSIBLE AND NON-PERMISSIBLE ACTIVITIES  
HOME HEALTH AIDE (HHA) SERVICES

Functions/Tasks	Activities	Permissible HHA	Permissible Under Special Circumstances HHA	Non- Permissible HHA
Using medical equipment, Supplies and devices (cont.)				
	9. repair equipment			x
	10. observe, record and report.	X		
- hydraulic lift such as hoyer	1. assemble/set up necessary equipment.	x		
- electric lift chair	2. position patient to move into/out of equipment.	x		
	3. operate the equipment.	x		
	4. clean reusable equipment.	x		
	5. store equipment properly.	x		
	6. repair equipment.			x
	7. observe, record and report.	X		
- transcutaneous electrical nerve stimulator (TENS)	1. assemble/set up necessary equipment.		x	
	2. prepare skin/electrodes.		x	
	3. apply/remove electrodes.		x	

PERMISSIBLE AND NON-PERMISSIBLE ACTIVITIES  
HOME HEALTH AIDE (HHA) SERVICES

Functions/Tasks	Activities	Permissible HHA	Permissible Under Special Circumstances HHA	Non- Permissible HHA
Using medical equipment, Supplies and devices (cont.)				
- transcutaneous electrical nerve stimulator (TENS) (cont.)	4. adjust electrode controls.		x	
	5. clean equipment.		x	
	6. store equipment properly.		x	
	7. repair equipment.			x
	8. observe, record and report.		x	
- catheters - external	1. assemble necessary equipment and supplies.	x		
	2. position patient.	x		
	3. cleanse skin around application site.	x		
	4. apply/remove catheter.	x		
	5. change leg or bed drainage bag.	x		
	6. empty leg or bed drainage bags.	x		

PERMISSIBLE AND NON-PERMISSIBLE ACTIVITIES  
HOME HEALTH AIDE (HHA) SERVICES

Functions/Tasks	Activities	Permissible HHA	Permissible Under Special Circumstances HHA	Non- Permissible HHA
Using medical equipment, supplies and devices (cont.)				
- catheters - external (cont.)	7. measure and record urinary output (see simple measurements and tests, pages 53-56).	x		
	8. dispose of used supplies.	x		
	9. clean reusable equipment	x		
	10. store reusable equipment properly.	x		
	11. observe, record and report.	x		
- catheters - straight (intermittent) - indwelling (e.g. Foley)	1. assemble necessary equipment and supplies.	x		
	2. position patient.	x		
	3. cleanse skin around insertion site.			x
	4. set up sterile field for insertion of catheter			x

PERMISSIBLE AND NON-PERMISSIBLE ACTIVITIES  
HOME HEALTH AIDE (HHA) SERVICES

Functions/Tasks	Activities	Permissible HHA	Permissible Under Special Circumstances HHA	Non- Permissible HHA
Using medical equipment, supplies and devices (cont.)				
- catheters	5. apply prescription or non-prescription medication around insertion site.			x
- straight (intermittent)				
- indwelling (e.g. Foley)	6. insert/remove catheter:			
(cont.)	a. straight;			x
	b. indwelling			x
	7. *irrigate indwelling catheter.		x	
	8. clean skin and catheter tubing with soap and water.	x		
	9. *change leg or bed drainage bags.		x	

\*This activity can only be provided for a patient whose characteristics and case situation meet all of the four special circumstances criteria on page 31 and whose home care aide provides services exclusively to his/her within a particular day.

PERMISSIBLE AND NON-PERMISSIBLE ACTIVITIES  
HOME HEALTH AIDE (HHA) SERVICES

Functions/Tasks	Activities	Permissible HHA	Permissible Under Special Circumstances HHA	Non- Permissible HHA
Using medical equipment, supplies and devices (cont.)				
- catheters	10. empty leg or bed drainage bags.	x		
- straight (intermittent)				
- indwelling (e.g. Foley) (cont.)	11. measure and record urinary output (see simple measurements and tests, pages 55-56).	x		
	12. dispose of used supplies.	x		
	13. clean reusable equipment.	x		
	14. store reusable equipment properly.	x		
	15. observe, record and report.	x		



PERMISSIBLE AND NON-PERMISSIBLE ACTIVITIES  
HOME HEALTH AIDE (HHA) SERVICES

Functions/Tasks	Activities	Permissible HHA	Permissible Under Special Circumstances HHA	Non- Permissible HHA
Using medical equipment, supplies and devices (cont.)				
- enemas	1. assemble necessary equipment and supplies.	x		
	2. position patient for task.	x		
	3. prepare soap solution.	x		
	4. administer:			
	a. commercially prepared;		x	
	b. soap solution.			x
	5. remove fecal impactions.			x
	6. cleanse skin around enema site.	x		
	7. dispose of waste materials and used supplies.	x		
	8. clean reusable equipment.	x		
	9. store reusable equipment properly.	x		
	10. observe, record and report.	x		

PERMISSIBLE AND NON-PERMISSIBLE ACTIVITIES  
HOME HEALTH AIDE (HHA) SERVICES

Functions/Tasks	Activities	Permissible HHA	Permissible Under Special Circumstances HHA	Non- Permissible HHA
Using medical equipment, supplies and devices (cont.)				
- douches	1. assemble necessary equipment and supplies.	x		
	2. position patient for task.	x		
	3. prepare douche solution.	x		
	4. administer:			
	a. commercially prepared;		x	
	b. douche solution.		x	
	5. cleanse skin around douche site.	x		
	6. dispose of waste materials and used supplies.	x		
	7. clean reusable equipment.	x		
8. store reusable equipment properly.	x			
9. observe, record and report.	x			

PERMISSIBLE AND NON-PERMISSIBLE ACTIVITIES  
HOME HEALTH AIDE (HHA) SERVICES

Functions/Tasks	Activities	Permissible HHA	Permissible Under Special Circumstances HHA	Non- Permissible HHA
Using medical equipment, supplies and devices (cont.)				
- hot and cold applications	1. assemble necessary equipment and supplies.		x	
- hot water bottles	2. prepare equipment for application.		x	
- heating pads	3. position patient for task..		x	
- hot and cold compresses	4. apply/immerse/remove:			
- ice bags	a. hot water bottle;		x	
- foot and hand soaks	b. heating pad;		x	
- sitz baths	c. hot and cold compress;		x	
	d. ice bag;		x	
	e. foot/hand soak;		x	
	f. sitz bath;		x	
	b. douche solution.		x	
	5. time application.		x	
	6. dispose of used supplies.		x	
	7. clean reusable equipment.		x	
	8. store reusable equipment properly.		x	
	9. observe, record and report.		x	

PERMISSIBLE AND NON-PERMISSIBLE ACTIVITIES  
HOME HEALTH AIDE (HHA) SERVICES

Functions/Tasks	Activities	Permissible HHA	Permissible Under Special Circumstances HHA	Non- Permissible HHA
Using medical equipment, supplies and devices (cont.)				
- medication nebulizer	1. assemble necessary equipment and supplies.	x		
	2. position patient.	x		
	3. place in medication nebulizer:			
	a. normal saline solution;	x		
	b. prescribed medications.		x	
	4. turn on the equipment.	x		
	5. time the treatment.	x		
	6. check to assure that patient is using equipment properly.	x		
	7. turn off the equipment.	x		
	8. clean reusable equipment.	x		
	9. store equipment properly.	x		
10. repair equipment.				x
11. observe, record and report.	x			

PERMISSIBLE AND NON-PERMISSIBLE ACTIVITIES  
HOME HEALTH AIDE (HHA) SERVICES

Functions/Tasks	Activities	Permissible HHA	Permissible Under Special Circumstances HHA	Non- Permissible HHA
Using medical equipment, supplies and devices (cont.)				
- humidifier	1. assemble necessary supplies.	x		
	2. fill with water.	x		
	3. clean equipment.	x		
	4. store equipment properly.	x		
	5. repair equipment.			x
	6. observe, record and report.	x		
- oxygen equipment	1. assemble/set up necessary equipment.	x		
- oxygen tank	2. turn on the equipment.	x		
- liquid oxygen reservoir	3. set/regulate the oxygen flow rate.		x	
	4. check that flow rate is at setting prescribed on patient's care plan.	x		
	5. turn off the equipment.	x		
	6. clean equipment.	x		

PERMISSIBLE AND NON-PERMISSIBLE ACTIVITIES  
HOME HEALTH AIDE (HHA) SERVICES

Functions/Tasks	Activities	Permissible HHA	Permissible Under Special Circumstances HHA	Non- Permissible HHA
Using medical equipment, supplies and devices (cont.)				
- oxygen equipment (cont.)  - tank, reservoir	7. store equipment properly.	x		
	8. repair equipment.			x
	9. observe, record and report.	x		
- oxygen concentrator	1. assemble/set up necessary equipment.	x		
	2. turn on the equipment.	x		
	3. set/regulate the oxygen flow.		x	
	4. check that flow rate is at setting prescribed on patient's care plan.	x		
	5. turn off the equipment.	x		
	6. clean equipment.	x		
	7. store equipment properly.	x		
	8. repair equipment.			x
	9. observe, record and report.	x		

PERMISSIBLE AND NON-PERMISSIBLE ACTIVITIES  
HOME HEALTH AIDE (HHA) SERVICES

Functions/Tasks	Activities	Permissible HHA	Permissible Under Special Circumstances HHA	Non- Permissible HHA
Using medical equipment, supplies and devices (cont.)				
- *mechanical ventilators, including IPPB	1. assemble necessary equipment and supplies.		x	
	2. plug in equipment.		x	
	3. charge batteries.		x	
	4. check settings on gauges against prescribed settings on patient's plan of care.		x	
*Assistance with use of this equipment requires current certification in cardiopulmonary resuscitation (CPR)	5. set/regulate gauges.		x	
	6. assess:			
	a. chest/breath sounds;			x
	b. need for suctioning.			x
	7. perform deep suctioning.			x
	8. perform superficial suctioning:			
	a. nasal;			x
	b. nasopharyngeal;			x
c. staple tracheostomy;			x	
d. oral with bulb syringe.		x		

PERMISSIBLE AND NON-PERMISSIBLE ACTIVITIES  
HOME HEALTH AIDE (HHA) SERVICES

Functions/Tasks	Activities	Permissible HHA	Permissible Under Special Circumstances HHA	Non- Permissible HHA
Using medical equipment, supplies and devices (cont.)				
- *mechanical ventilators, (cont.)	9. unplug equipment.		x	
	10. clean reusable equipment and supplies.		x	
	11. store reusable equipment and supplies.		x	
*Assistance with use of this equipment requires current certification in cardiopulmonary resuscitation (CPR)	12. repair equipment.			x
	13. maintain contents of emergency supply box.		x	
	14. perform emergency care as needed, e.g. CPR.		x	
	15. observe, record and report.		x	



PERMISSIBLE AND NON-PERMISSIBLE ACTIVITIES  
HOME HEALTH AIDE (HHA) SERVICES

Functions/Tasks	Activities	Permissible HHA	Permissible Under Special Circumstances HHA	Non- Permissible HHA
Using medical equipment, supplies and devices (cont.)				
- equipment for sleep apneas; Continuous Positive Airway Pressure (CPAP)	1. assemble necessary equipment and supplies.	x		
	2. position patient.	x		
	3. turn on equipment.	x		
	4. apply/remove mask.	x		
	5. turn off equipment.	x		
	6. clean equipment.	x		
	7. store reusable equipment.	x		
	8. repair equipment.			x
	9. observe, record and report.	x		

PERMISSIBLE AND NON-PERMISSIBLE ACTIVITIES  
HOME HEALTH AIDE (HHA) SERVICES

FACE SHEET

Function(s)/Task(s): changing of dressings involving clean procedure

and

changing of dressings involving sterile procedure

Page(s): 49-51

Home Health Aide, special circumstances: A term used to define activities which can only be provided for a patient whose characteristics and case situation meet all of the following criteria:

1. The patient is self-directing; i.e. has the capability to make choices about the activities of daily living, understands the impact of these choices and assumes responsibility for the results of the choices;
2. The patient has need for assistance with the task or activity for routine maintenance of his/her health;
3. The patient cannot physically perform the task or activity because of his/her disability; and
4. The patient has no informal caregiver available at the time the task or activity must be performed, or the caregiver is unwilling or unable to perform the task, or the caregiver's involvement is unacceptable to the patient.

PERMISSIBLE AND NON-PERMISSIBLE ACTIVITIES  
HOME HEALTH AIDE (HHA) SERVICES

Functions/Tasks	Activities	Permissible HHA	Permissible Under Special Circumstances HHA	Non- Permissible HHA
<b>Changing of dressings</b>				
- dressings involving clean procedure, for stable surface wounds  -bandaid -gauze pads with tape	1. assemble necessary equipment and supplies.	x		
	2. position patient.	x		
	3. remove wrappings from new dressing.	x		
	4. cut tape.	x		
	5. remove old dressing.	x		
	6. dispose of old dressing.	x		
	7. clean skin with soap and water.	x		
	8. hand requested items to patient.	x		
	9. *apply prescription and non-prescription topical medication.	x		

\*This activity can only be provided for a patient who is self-directing; i.e. has the capability to make choices about the activities of daily living, understands the impact of these choices and assumes responsibility for the results of the choices.

PERMISSIBLE AND NON-PERMISSIBLE ACTIVITIES  
HOME HEALTH AIDE (HHA) SERVICES

Functions/Tasks	Activities	Permissible HHA	Permissible Under Special Circumstances HHA	Non- Permissible HHA
Changing of dressings (cont.)				
- dressings involving clean procedure (cont.)	10. apply new dressing.	x		
	11. store unused supplies properly.	x		
	12. observe, record and report.	x		
- dressings involving sterile procedure	1. assemble necessary equipment and supplies.	x		
	2. sterilize instruments.		x	
	3. position patient.	x		
	4. set up sterile field.			x
	5. remove wrappings from new dressing.			x
	6. cut tape.	x		
	7. remove soiled dressing.			x
	8. dispose of soiled dressing.	x		

PERMISSIBLE AND NON-PERMISSIBLE ACTIVITIES  
HOME HEALTH AIDE (HHA) SERVICES

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Functions/Tasks	Activities	Permissible HHA	Permissible Under Special Circumstances HHA	Non- Permissible HHA
<b>Changing of dressings (cont.)</b>				
- dressings involving sterile procedure (cont.)	9. apply prescription or non-prescription medication to dressing.			x
	10. apply new dressing.			x
	11. apply reinforcement dressing if necessary.			x
	12. clean equipment.		x	
	13. store unused supplies properly.	x		
	14. observe, record and report.	x		

PERMISSIBLE AND NON-PERMISSIBLE ACTIVITIES  
HOME HEALTH AIDE (HHA) SERVICES

FACE SHEET

Function(s)/Task(s): performing simple measurements and tests\*

Page(s): 53-58

Home Health Aide, special circumstances: a term used to define activities which can only be provided for a patient whose characteristics and case situation meet all of the following criteria:

1. The patient is self-directing; i.e. has the capability to make choices about the activities of daily living, understands the impact of these choices and assumes responsibility for the results of the choices;
2. The patient has need for assistance with the task or activity for routine maintenance of his/her health;
3. The patient cannot physically perform the task or activity because of his/her disability; and
4. The patient has no informal caregiver available at the time the task or activity must be performed, or the caregiver is unwilling or unable to perform the task, or the caregiver's involvement is unacceptable to the patient.

Additional requirements exist for testing of urine from an indwelling catheter. Requirements are starred (\*) and explained on the applicable page of the Matrix. Requirements are also stated on page 6 of the Glossary to the Matrix.

PERMISSIBLE AND NON-PERMISSIBLE ACTIVITIES  
HOME HEALTH AIDE (HHA) SERVICES

Functions/Tasks	Activities	Permissible HHA	Permissible Under Special Circumstances HHA	Non- Permissible HHA
Performing simple measurements and tests to routinely monitor the patient's medical condition				
- vital signs	1. assemble necessary equipment.	x		
	2. position patient for task.	x		
	3. take blood pressure:			
	a. arm;	x		
	b. other sites.			X
	4. take temperature:			
	a. oral;	x		
	b. axillary;	x		
	c. rectal.	x		
	5. take pulse:			
	a. radial	x		
	b. apical.		x	
	6. count respirations.	x		
	7. dispose of used supplies.	x		

PERMISSIBLE AND NON-PERMISSIBLE ACTIVITIES  
HOME HEALTH AIDE (HHA) SERVICES

Functions/Tasks	Activities	Permissible HHA	Permissible Under Special Circumstances HHA	Non- Permissible HHA
Performing simple measurements and tests (cont.)				
- vital signs	8. clean equipment.	x		
	9. store equipment properly.	x		
	10. observe, record and report.	x		
- specimen collection - urine - stool	1. assemble necessary equipment and supplies.	x		
	2. position patient for task.	x		
	3. transfer specimen from commode or toilet or from bed pan or urinal to specimen container.	x		
	4. cleanse patient's skin.	x		
	5. dispose of used supplies.	x		
	6. label specimen container.	x		
	7. store specimen as directed..	x		
	8. clean reusable equipment.	x		
	9. observe, record and report.	x		



PERMISSIBLE AND NON-PERMISSIBLE ACTIVITIES  
HOME HEALTH AIDE (HHA) SERVICES

Functions/Tasks	Activities	Permissible HHA	Permissible Under Special Circumstances HHA	Non- Permissible HHA
Performing simple measurements and tests (cont.)				
- specimen collection (cont.)  -sputum	1. assemble necessary equipment and supplies.	x		
	2. position patient for task.	x		
	3. encourage patient to cough expectorate into specimen container.	x		
	4. dispose of used supplies.	x		
	5. label specimen container.	x		
	6. store specimen as directed..	x		
	7. clean patient's mouth.	x		
	8. observe, record and report.	x		
- intake and output	1. assemble necessary equipment and supplies.	x		
	2. pre-measure containers.	x		

PERMISSIBLE AND NON-PERMISSIBLE ACTIVITIES  
HOME HEALTH AIDE (HHA) SERVICES

Functions/Tasks	Activities	Permissible HHA	Permissible Under Special Circumstances HHA	Non- Permissible HHA
Performing simple measurements and tests (cont.)				
- intake and output (cont.)	3. measure amount of fluid intake and urinary output.	x		
	4. dispose of used materials.	x		
	5. clean reusable equipment.	x		
	6. store equipment properly.	x		
	7. observe, record and report.	x		
- blood testing collection	1. assemble necessary equipment and supplies.		x	
- diabetic	2. cleanse patient's fingertip.		x	
	3. obtain drop of blood from fingerprick.		x	
	4. place specimen on testing material.		x	
	5. time the test.		x	
	6. read and record text results.		x	

PERMISSIBLE AND NON-PERMISSIBLE ACTIVITIES  
HOME HEALTH AIDE (HHA) SERVICES

Functions/Tasks	Activities	Permissible HHA	Permissible Under Special Circumstances HHA	Non- Permissible HHA
Performing simple measurements and tests (cont.)				
- blood testing (cont.)	7. dispose of used equipment and supplies.		x	
- diabetic (cont.)	8. clean equipment		x	
	9. store unused equipment and supplies properly.		x	
	10. observe, record and report.		x	
- urine testing	1. assemble necessary equipment and supplies.	x		
- diabetic	2. position client for task.	x		
- bacterial	3. *collect specimen from:			
	a. commode, bedpan, urinal;	x		
	*b. indwelling catheter.		x	

\*This activity can only be provided for a patient whose characteristics and case situation meet all of the four special circumstances criteria on page 52

and

whose home care aide provides services exclusively to him/her within a particular day.

PERMISSIBLE AND NON-PERMISSIBLE ACTIVITIES  
HOME HEALTH AIDE (HHA) SERVICES

Functions/Tasks	Activities	Permissible HHA	Permissible Under Special Circumstances HHA	Non- Permissible HHA
Performing simple measurements and tests (cont.)				
- urine testing (cont.) - diabetic - bacterial (cont.)	4. administer the test.	x		
	5. time the test.	x		
	6. read and record test results.	x		
	7. dispose of used equipment and supplies.	x		
	8. store testing materials properly.	x		
	9. observe, record and report.	x		
- weight	1. bring scale to patient if necessary.	x		
	2. support patient on scale.	x		
	3. read the weight.	x		
	4. store scale properly.	x		
	5. observe, record and report.	x		

PERMISSIBLE AND NON-PERMISSIBLE ACTIVITIES  
HOME HEALTH AIDE (HHA) SERVICES

FACE SHEET

Function(s)/Task(s): performing a maintenance exercise program

Page(s): 60

Home Health Aide, special circumstances: a term used to define activities which can only be provided for a patient whose characteristics and case situation meet all of the following criteria:

1. The patient is self-directing; i.e. has the capability to make choices about the activities of daily living, understands the impact of these choices and assumes responsibility for the results of the choices;
2. The patient has need for assistance with the task or activity for routine maintenance of his/her health;
3. The patient cannot physically perform the task or activity because of his/her disability; and
4. The patient has no informal caregiver available at the time the task or activity must be performed, or the caregiver is unwilling or unable to perform the task, or the caregiver's involvement is unacceptable to the patient.

PERMISSIBLE AND NON-PERMISSIBLE ACTIVITIES  
HOME HEALTH AIDE (HHA) SERVICES

Functions/Tasks	Activities	Permissible HHA	Permissible Under Special Circumstances HHA	Non- Permissible HHA
Performing a maintenance exercise program	1. assemble/set up necessary equipment.	x		
	2. position patient for exercise.	x		
	3. carry out:			
	a. passive range of motion;	x		
	b. resistive range of motion;	x		
	c. postural drainage;	x		
	(1) percussion and vibration to the chest.			x
4. count or time exercise.	x			
5. store equipment properly.	x			
6. repair/adjust traction equipment.				x
7. observe, record and report.	x			

PERMISSIBLE AND NON-PERMISSIBLE ACTIVITIES  
HOME HEALTH AIDE (HHA) SERVICES

FACE SHEET

Function(s)/Task(s): caring for an ostomy after the ostomy has achieved its normal function

Page(s): 62-68

Home Health Aide, special circumstances: a term used to define activities which can only be provided for a patient whose characteristics and case situation meet all of the following criteria:

1. The patient is self-directing; i.e. has the capability to make choices about the activities of daily living, understands the impact of these choices and assumes responsibility for the results of the choices;
2. The patient has need for assistance with the task or activity for routine maintenance of his/her health;
3. The patient cannot physically perform the task or activity because of his/her disability; and
4. The patient has no informal caregiver available at the time the task or activity must be performed, or the caregiver is unwilling or unable to perform the task, or the caregiver's involvement is unacceptable to the patient.

PERMISSIBLE AND NON-PERMISSIBLE ACTIVITIES  
HOME HEALTH AIDE (HHA) SERVICES

Functions/Tasks	Activities	Permissible HHA	Permissible Under Special Circumstances HHA	Non- Permissible HHA
Caring for an ostomy after the ostomy has achieved its normal function				
- Changing a colostomy or ileostomy appliance or dressing when the ostomy is mature and stable.	1. assemble necessary equipment and supplies.	x		
	2. position patient.	x		
	3. remove wrapping from disposable items.	x		
	4. measure stoma and cut faceplate to size.	x		
	5. remove/apply ostomy belt and/or bags.	x		
	6. apply prescribed medication, solvent, cleaning agent, wetting agent, etc. to applicator.	x		
	7. apply dressing (see permissible activities related to changing dressings for stable surface wounds, pages 49-50).			
	8. empty bags.	x		



PERMISSIBLE AND NON-PERMISSIBLE ACTIVITIES  
HOME HEALTH AIDE (HHA) SERVICES

Functions/Tasks	Activities	Permissible HHA	Permissible Under Special Circumstances HHA	Non- Permissible HHA
Caring for an ostomy (cont.)				
- changing a colostomy or ileostomy appliance/dressing (cont.)	9. dispose of used equipment and waste materials.	x		
	10. clean reusable equipment.	x		
	11. store reusable equipment properly .	x		
	12. observe, record and report.	x		
- *irrigating a colostomy	1. assemble necessary equipment and supplies.	x		
	2. position patient.	x		
	3. prepare prescribed irrigation solution.	x		
	4. pour irrigation solution into irrigation reservoir.	x		

\*irrigating a colostomy can only be performed under the following circumstances:

- the ostomy is mature and stable;
- irrigation has been ongoing and a customary part of the patient's care;
- the patient can tolerate the irrigation on the toilet or commode; and
- the patient is fully able to direct the procedure.

PERMISSIBLE AND NON-PERMISSIBLE ACTIVITIES  
HOME HEALTH AIDE (HHA) SERVICES

Functions/Tasks	Activities	Permissible HHA	Permissible Under Special Circumstances HHA	Non- Permissible HHA
Caring for an ostomy (cont.)				
- *irrigating a colostomy (cont.)	5. remove air from irrigation tubing.	x		
	6. attach tubing and irrigation reservoir and prescribed irrigation tip.	x		
	7. hang or hold irrigation reservoir at proper height.	x		
	8. insert/remove catheter and irrigate colon.	x		
	9. regulate flow of irrigation solution.	x		
	10. clean reusable equipment.	x		
	11. store reusable equipment and supplies properly.	x		
	12. observe, record and report.	x		

\*irrigating a colostomy can only be performed under the following circumstances:

- the ostomy is mature and stable;
- irrigation has been ongoing and a customary part of the patient's care;
- the patient can tolerate the irrigation on the toilet or commode; and
- the patient is fully able to direct the procedure.

PERMISSIBLE AND NON-PERMISSIBLE ACTIVITIES  
HOME HEALTH AIDE (HHA) SERVICES

Functions/Tasks	Activities	Permissible HHA	Permissible Under Special Circumstances HHA	Non- Permissible HHA
Caring for an ostomy (cont.)				
- caring for a tracheostomy when the ostomy is mature and stable.	1. apply dressing (see permissible activities related to changing dressings for stable surface wounds, pages 49-50).	x		
	2. insert/remove:			
	a. inner cannula;	x		
	b. outer cannula.			x
	3. clean inner cannula.	x		
	4. cleanse skin around stoma.	x		
	5. change neck straps/ties.	x		
	6. dispose of used equipment and waste materials.	x		
7. store reusable equipment and supplies properly.	x			
8. observe, record and report.	x			

PERMISSIBLE AND NON-PERMISSIBLE ACTIVITIES  
HOME HEALTH AIDE (HHA) SERVICES

Functions/Tasks	Activities	Permissible HHA	Permissible Under Special Circumstances HHA	Non- Permissible HHA
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Caring for an ostomy (cont.)				
- caring for a gastrostomy when the ostomy is mature and stable.				
- changing dressing	1. apply dressing (see permissible activities related to changing dressings for stable surface wounds, pages 49-50).	x		
- assist with feedings	1. assemble necessary equipment.		x	
	2. position patient for feeding.		x	
	3. add pre-mixed and pre-measured formula to feeding bag.		x	
	4. connect feeding bag tube to gastrostomy catheter.		x	
	5. turn on pre-set feeding pump.		x	
	6. turn feeding pump off after formula is completed.		x	
	7. disconnect feeding bag from gastrostomy catheter.		x	
	8. add specific amount of water to gastrostomy catheter.		x	

PERMISSIBLE AND NON-PERMISSIBLE ACTIVITIES  
HOME HEALTH AIDE (HHA) SERVICES

Functions/Tasks	Activities	Permissible HHA	Permissible Under Special Circumstances HHA	Non- Permissible HHA
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Caring for an ostomy (cont.)				
	9. cleanse skin around stable ostomy and apply dressing (see permissible activities related to changing dressings for stable surface wounds.		x	
	10. dispose of used equipment and supplies.		x	
	11. clean and store reusable equipment.		x	
	12. store formula properly.		x	
	13. reposition patient one hour after feeding.		x	
	14. observe, record and report.		x	
- changing a urinary diversion appliance or dressing when the ostomy is mature and stable.	1. assemble necessary equipment and supplies.		x	
	2. position patient.		x	
	3. remove wrappings from disposable items.		x	

PERMISSIBLE AND NON-PERMISSIBLE ACTIVITIES  
HOME HEALTH AIDE (HHA) SERVICES

Functions/Tasks	Activities	Permissible HHA	Permissible Under Special Circumstances HHA	Non- Permissible HHA
Caring for an ostomy (cont.)				
- ureterostomy - ileal conduit - others	4. remove/apply ostomy belt and/or bags.		x	
	5. apply prescribed medication, solvent, cleaning agent, wetting agent, etc. to applicator.		x	
- changing a urinary diversion appliance or dressing (cont.)	6. apply dressing (see permissible activities related to changing dressings for stable surface wounds, pages 49-50).		x	
	7. empty bags.		x	
-ureterostomy -ileal conduit -others (cont.)	8. dispose of used equipment and waste materials.		x	
	9. clean reusable equipment.		x	
	10. store reusable equipment and supplies properly.		x	
	11. observe, record and report.		x	