







Making an Informed Decision

 Indicates area where BPHCA Agencies Exceed Industry Standards

	Placement Agency	IDPH Minimum for Home Service Agency	BPHCA Standards
Plan of Care	 Client or Client Representative is responsible for the assignment of duties to the in-home services worker.	The agency shall establish a plan for each client, in consultation with the client or representative, that outlines the services to be provided to the client. In-person assessment is not required.	A Registered Nurse, Social Worker , or certified Geriatric Care Manager , assesses the client in person and in consultation with the client and his or her appropriate family members or representative, develops a comprehensive professional plan of care specific to the client’s health care needs.
Supervision Standards	 There is no on-going supervision.	On-site supervision shall take place at a minimum of every 90 days . IDPH does not specify qualifications of supervisor.	On-site supervision shall take place at a minimum of every 30-60 days or MORE as the plan of care requires . Caregiver is supervised by a Registered Nurse, Social Worker or certified Geriatric Care Manager .
Training of Caregiver	 Each placement agency shall require proof that the home service worker has completed a minimum of eight hours of training prior to his or her first assignment.	Each home services agency shall provide or arrange for a minimum of eight hours of training for each home services worker. <i>No specification is made as to who is overseeing the training or how the training is done. May be in the form of watching videos or online training.</i>	8 Hours of Comprehensive Training upon hire and <i>prior</i> to placement in a home. This training includes hands on classroom instruction and competency testing through written exams and return demonstration supervised by a Registered Nurse on transferring, personal care, professionalism, & confidentiality.
On-Going Training	 Once a caregiver has been placed in a home, there is no on-going training required.	All home services workers shall complete a minimum of 8 hours of training during each year. The annual training can include self-study courses .	12 Hours of Continuing Education Annually Offered in the form of: <ul style="list-style-type: none"> ● In-Person Training Seminars Presented by Healthcare Professionals ● Annual Meetings ● Self Study Packets ● Online Training

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Emergency Coverage	 Client or Client Representative must make emergency coverage plans.	The agency must provide contact information for the client to use in case of concerns, complaints, or questions on care to be provided.	Phones are answered 24/7 . In addition , there is an RN on-call for client emergencies.
Employment responsibility of the Caregiver	 A placement agency, by definition, cannot be the employer of the worker.	Agency is the employer of the caregiver.	Agency is the employer of the caregiver.
Payment of Wages to the Caregiver	Client is responsible for the payment of wages to the caregiver	Agency is responsible for the payment of wages to the caregiver	Agency is responsible for the payment of wages to the caregiver
Hiring, firing, and discipline of the caregiver.	Client or Client Representative is responsible for hiring, firing, and discipline of the caregiver.	Agency is responsible for hiring, firing, and discipline of the caregiver.	Agency is responsible for hiring, firing, and discipline of the caregiver.
Payment of employment taxes, social security, unemployment insurance, and worker's compensation for the caregiver.	Client or the Caregiver is responsible for the payment of employment taxes, social security, unemployment insurance, and worker's compensation for the caregiver.	The agency is responsible for the payment of employment taxes, social security, unemployment insurance, and worker's compensation for the caregiver.	The agency is responsible for the payment of employment taxes, social security, unemployment insurance, and worker's compensation for the caregiver.
Fingerprint background and reference checks.	Health care worker background check required. Reference checks are not required.	Health care worker background check required. Reference checks are not required.	Health care worker background check required as well as: <ul style="list-style-type: none"> ● Drug Screening ● Reference Checks ● Motor Vehicle Records Check

