

Home Health Aide Training Program FAQ | May 2020

Overview

The [NYC Department of Small Business Services \(SBS\)](#) is seeking energetic, caring individuals to help New Yorkers in need during this challenging time. SBS has partnered with the City University of New York (CUNY) to offer a no-cost, online Home Health Aide (HHA) training and certification program developed to support the long-term care workforce during the COVID-19 public health emergency and beyond. This program was developed in partnership with the [New York Alliance for Careers in Healthcare \(NYACH\)](#), the City's healthcare industry partnership, and the [Workforce1 Career Center](#).

Home Health Aide (HHA) Training

1. What is the training?

The Home Health Aide (HHA) Training Program is a *no-cost, online* HHA training and certification program. After successfully completing the online training, participants will be placed and employed by a participating home care agency.

2. What does the training prepare you for?

The goal of this training is to support the City's long-term care sector during the COVID-19 crisis and beyond. Once certified as HHAs, program graduates will be employed by home care agencies to fill critical job openings. Every effort will be made to match the HHA with employment that is close to their home, limiting the need to commute long distances.

3. Is there connection to employment?

Yes, upon successful completion of the training program, achieving certification, and passing any required pre-employment screenings, participants will be hired by a home care agency employer partner.

4. What are the responsibilities of a home health aide?

Home health aides care for individuals in their homes under the supervision of the nursing and medical staff. Responsibilities may include:

- a. Helping clients perform daily personal tasks, such as bathing, dressing, shopping, eating, and walking
- b. Doing light housekeeping, such as laundry, washing dishes, and vacuuming in a client's home or room
- c. Organizing a client's schedule and making and managing appointments
- d. Arranging transportation to doctors' offices or other outings

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- e. Preparing meals in accordance with modified diets
 - f. Lifting and transferring patients
 - g. Monitoring a patient's condition, including taking temperature and pulse
5. **What materials do I need to participate in this program?**
To participate in this program, you will need access to a laptop or a personal computer with a video camera. You will also need access to a stable internet connection, like Wi-Fi or broadband.
6. **What is the time commitment for the training?**
This first training will start the week of June 8, 2020, and end the week of June 22, with classes Monday-Friday from 9 a.m. – 5 p.m. and breaks throughout the day. Each class is three weeks long and will cover 100 hours of material. The training program will include required topics from the [NYS Department of Health HHA curriculum](#) and includes enhancements developed by [PHI](#). Additional classes will be held from July-October 2020. Applications are open on a rolling basis.
7. **Are there any in person requirements for this training program?**
A minimal portion of this training program - the supervised practical training – will occur in person. The supervised practical training portion of the Home Health Aide Training Program will be 8 hours long and conducted in a skills laboratory. During the supervised practical training, the trainee demonstrates knowledge while performing tasks on an individual under the direct supervision of an approved Nurse Instructor.

Eligibility and Application Process

8. **Who is eligible for this training program?**
Eligible candidates must be:
- a. 18 years of age or older
 - b. Legally authorized to work in the United States
 - c. Able to work varying schedules including Monday – Friday, some weekends, nights and holidays
 - d. Comfortable working with limited supervision
 - e. Reliable, energetic, self-motivated and well-organized
 - f. Willing to undergo a criminal history check, drug test, and physical examination

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9. Can I participate in the training if I don't have formal healthcare experience?

Yes. Prior healthcare experience, certification, or licensure is not required to participate in this program. However, a strong interest in care taking is very important!

10. Is the training offered in languages other than English?

This training will be taught in English.

11. Is a High School Diploma or TASC (formerly known as GED) required to qualify for this program?

A high school diploma or equivalent is not required to qualify for this training program.

12. What are the types of skills and experience required for this program?

- a. Excellent communication and interpersonal skills
- b. Ability to follow written and verbal instructions
- c. Basic computer literacy

Lived caregiving experience as family/informal caregiver, childcare provider, housekeeper, respite provider, is a plus!

13. How would I be notified if I am selected for the program?

Candidates must complete the following application steps:

Step 1: Complete an online program application

Step 2: If found eligible, register online with Workforce1

Step 3: A Workforce1 representative will reach out to schedule a phone screening

Step 4: Based on your phone screening, you may be invited to interview with an employer partner

Step 5: If selected by an employer partner, you will be invited to begin the training program

Employment and Benefits

14. What are the benefits of completing this training program?

Individuals who complete the training program will receive New York State Certification and will be hired by one of our home care agency partners.

15. What are the physical requirements for employment?

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- a. Physical Exam
- b. [PPD Skin Test for Tuberculosis](#)
- c. [Influenza Vaccination \(flu shot\)](#) for the current flu season
- d. Physical fitness (able to bend, reach, crouch, and transfer more than 50 lbs. on a regular basis)

**Please note that a drug screening may be required for employment.

16. Will I have to work with clients who have COVID-19?

If you are assigned to care for clients who have COVID-19, home care agencies will provide special protective equipment, known as PPE. This can include:

- a. Gloves
- b. Mask
- c. Face shields
- d. Hand sanitizer

17. I cannot work overtime, weekends, or late nights. Can I participate in this program?

Home care agencies are flexible. However, some employers *may* require you to work some weekends, nights, early mornings, holidays and/or some overtime. If this is not the type of schedule you are looking for, this program would not be a good fit. We encourage individuals to be upfront and open about their availability to work.

18. What is the compensation?

HHAs earn a minimum of \$15 per/hour. The annual median wage for home health aides in NYC is \$28,000.

19. Will I have health insurance?

Yes, Home care agency partners offer health insurance after 3 months of work (a minimum 100 hours/month). Employees at all partner agencies are represented by [1199SEIU](#).