To whom it may Concern:

Re: Jessica I. Garcia

Please see the below combined experience. You will see that I am well qualified for the following tasks mentioned below:

## Combined Experience: Plan and prepare meals with assistance from the clients (when they are able). Do the client’s shopping or accompany them when they shop. Perform light housekeeping duties that clients can’t complete on their own. Be a pleasant and supportive companion. Report any unusual incidents. Act quickly and responsibly in cases of emergency. Eating and feeding - Ensuring clients are consuming the appropriate diet in accordance with meal schedules is important for health and recovery. Repositioning or turning - Bed bound clients to reduce the likelihood of bed sores or other skin issues. Active range of motion support - Involves patient moving each joint through the full range of motion to maintain and increase muscle strength.

Self administered medication prompts and reminders - In most cases non-medical caregivers are not permitted to administer medications or injections due to state licensing. But can remind patients of the need to take their medication. Assist with toileting - A critical task in the role of a caregiver is to assist patients with elimination as needed.

Incontinence Management - Incontinence is very common among the elderly and can be a side effect of many different conditions. Managing incontinence by changing adult briefs can help the elderly age with dignity. Take down dining areas and collect plates, glasses etc.

Discard leftovers and take out garbage. Clean food stations and wash dishes, cooking vessels and silverware. Stock ingredients and monitor inventory. Assist in keeping track of expenses and menu planning Travel to clients’ homes, arriving on time.

*Ascertain that food is prepared according to resident’s diet requirements and health limitations*

*Assist in feeding residents and encourage them to exercise lightly. Set behavioral rules for residents to follow and ensure that they are followed properly. Teach daily living skills such as shopping and budgeting and assist in claiming benefits. Arrange for creative and leisure activities in a safe and supportive environment. Accompany residents to doctor’s appointments and outdoor activities. Help residents become independent of dependencies and deal with addictions*

*Provide physical and emotional support by talking them through difficult situations.*

*Assist in developing and sustaining positive social networks with peer groups. Encourage development of individual interests by providing complete support. Assess residents to ensure the efficacy of implemented plans. Observe residents to ensure that their physical and mental wellbeing is intact and report any significant changes*

Assist with mobility issues, helping client get in and out of bed, wheelchair, etc. Remind client to take medications and document them accordingly. Help with personal hygiene e.g. brushing teeth, toileting, bathing. Change bed linens regularly. Assist with all daily activities, based on client’s limitations and needs. Provide caring and positive presence for the client. Document/log client’s’ progress and overall well being for daily reports

*Refills all paper towel, toilet paper, seat cover and soap dispensers daily. Cleaning, disinfecting of patient rooms,upon discharge, as well as, cycle cleaning of insolation rooms as per department and infection control standards. Clean Operating rooms between cases, terminally clean OR rooms at the end of the day. Uses properly labeled cleaning supplies for each job as instructed and by following the 10 steps. Deposits Red Bags- infectious Waste, and sharp container in holding carts in cautious manner*