**1) Example of Large ad**

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

**General Duties include**: This position serves under the general direction of a Registered Nurse or other appropriate supervisor. Responsibilities for this position include, but are not limited to:

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.

**Minimum Education, Training or Experience:** High School Diploma or GED and experience as an aide in a home health agency, community health agency, nursing facility or hospital, all or part of which must have been in the previous 24 months prior to application for 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. Experience as an aide in a home health agency, community health agency, nursing facility or hospital, all or part of which must have been in the previous 24 months prior to application for employment.

**Special Requirements**: To become permanent, an employee must pass a competency evaluation prior to completing the probationary period. An individual employed in this position must maintain continued fulfillment of the required competency evaluation approved by the Cabinet for Health Services.

**Starting Salary**: $13.50-$16.79/hr negotiable with additional experience. Grade 10

**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 (FT/PT) **Home Health Aide I.**

**Starting Salary**: $13.50-$16.79/hr negotiable with additional experience. Grade 10

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.