

Home Care Agency Name

Home Care Agency Address



Paraprofessional Supervision / Evaluation / Competency Checklist

Patient Name: John Doe **DOB:** 01/15/1950
Gender: M **Caregiver Name:** Jane Doe
Supervisor Name: Jane Doe, RN **Visit Date:** 02/09/2026
Is aide present: Yes No

Supervisory Tasks

Task	Meets	Needs Impr.	N/A	Task	Meets	Needs Impr.	N/A
Assists with bathing (incl. bedbound)			✓	Assists with hair washing			✓
Assists with hair grooming			✓	Provides oral care			✓
Assists with denture care	✓			Assists with shaving			✓
Assists with nail care (filing only)	✓			Assists with dressing/undressing			✓
Provides general skin care			✓	Provides foot care			✓
Manages incontinence supplies appropriately			✓	Assists with bedpan/urinal			✓
Assists with toileting			✓	Assists with commode use			✓
Provides incontinence care			✓	Prepares meals as assigned			✓
Assists with feeding			✓	Documents food intake accurately			✓
Follows prescribed diet requirements			✓	Documents fluid intake accurately			✓
Performs transfers using proper body mechanics			✓	Assists with ambulation safely			✓
Uses assistive devices correctly			✓	Assists with prescribed exercises			✓
Performs repositioning per schedule			✓	Empties/measures foley output correctly			✓
Provides medication reminders			✓	Assesses and reports pain levels			✓
Observes and reports condition changes			✓	Maintains safe environment			✓
Provides ostomy/catheter care properly			✓	Changes linens properly			✓
Performs patient laundry	✓			Performs light housekeeping			✓
Completes shopping/errands			✓	Accompanies patient to appointments			✓

Competency Evaluation

Core Competencies	Meets	Needs Impr.	N/A	Core Competencies	Meets	Needs Impr.	N/A
Demonstrates proper hand hygiene			✓	Uses Standard Precautions			✓
Maintains safe, hazard-free environment			✓	Ensures client safety during ADLs			✓
Reports changes in client condition			✓	Follows written Plan of Care			✓
Completes required documentation			✓	Respects client's rights, privacy, dignity			✓
Maintains confidentiality (HIPAA)			✓	Demonstrates proper body mechanics			✓
Wears ID badge and follows dress code			✓	Conducts self professionally			✓
Develops rapport with client/family			✓	Explains procedures to client			✓
Demonstrates punctuality/dependability			✓	—			

Supervisory Visit Observations

Observation Notes:

Patient appeared comfortable and well-groomed upon arrival. Aide was present and actively assisting with meal preparation. Home environment clean and free of hazards. Patient reports satisfaction with aide services.

Additional Supervisor Comments:

Aide demonstrates consistent professionalism and attentiveness. Communicates effectively with patient and follows the Plan of Care appropriately. No corrective actions needed at this time.



Supervisor Signature

Jane Doe, Registered Nurse

Supervisor Name and Title

02/09/2026

Date



Caregiver Signature

Jane Doe

Caregiver Name

02/09/2026

Date