

# HOME SERVICES WORKER



**H**ome services workers provide in-home care to individuals who choose to remain in their home but need assistance with daily needs. The Prairie State College (PSC) Home Services Worker Vocational Certificate Program teaches skills training for basic care at a client's home or an outside facility. This includes assisting with physical needs and helping the patient maintain functional independence. The program also promotes skill growth, advances the quality of care, and provides opportunities for career development.

## CERTIFICATION

Upon successful completion of the program, students will receive a Home Services Worker vocational certificate.



## ABOUT THE CURRICULUM

Students learn a variety of skills including communication and interpersonal skills, safety, and nutrition. Also, students are taught how to provide personal care for patients.

This program provides guidelines for effective communication with clients who are from different cultures, hard-of-hearing, limited vision, and other special needs. Topics cover stages of human development, mental health, legal, ethical, and end of life issues. Guidelines for client home safety and nutrition planning, including housekeeping, infection control, meal-planning, preparation, and food sanitation are also covered. Students are given an overview of personal care services provided to the client including grooming, body mechanics, and assistive devices. Time, resources, and money management also are covered.

A textbook must be purchased. Students must be registered for the entire six-course program. Classes may not be taken individually.

## JOB OUTLOOK

The number of Americans who will need a caregiver is projected to grow at a record pace. According to the U.S. Census, approximately 15 percent of the Chicago south suburbs' population is aged 64 and older. Employment of personal care aides is projected to grow 49 percent through 2022.

Refer to the current course schedule for course dates and times or visit [prairiestate.edu/ced](http://prairiestate.edu/ced).

## USE INSTANT ENROLLMENT

Register and pay for continuing education courses through Instant Enrollment on WebAdvisor.

To register, go to prairiestate.edu and select How to Register for Non-Credit Courses from the A-Z index.

## HOW TO REGISTER

### Step 1. Review and choose classes

Review and choose classes from the non-credit class schedule online at prairiestate.edu, or request a copy by calling (708) 709-3750.

### Step 2. Register

1. Register online through WebAdvisor by following the Instant Enrollment instructions.

- If you have a WebAdvisor username and password, please log in before registering.
- If you are a new student, you will need to fill out the Personal Identification screen to create an account. Your username and password will be emailed to you upon registration.

2. Register in person at Enrollment Services on the main campus or at the Matteson Area Center on weekdays. (Please note that only credit and debit card payments are accepted at the Matteson Area Center).

3. Register by phone by calling (708) 709-3516 or (708) 709-3750. Please have your credit or debit card information ready.

4. Register by mail by completing the registration form at the back of the non-credit schedule. Send payment with completed registration form to Prairie State College, Office of Enrollment Services, 202 South Halsted Street, Chicago Heights, IL 60411. Checks should be made payable to Prairie State College. Driver's license number and phone number must be included on check.

### Step 3. Payment

Pay tuition and fees. Payment is due in full at time of registration. Paying by cash or check, Visa, MasterCard, or Discover? Visit the Business Office to pay tuition. Note: Make checks payable to Prairie State College. Driver's license or State ID and a phone number is required for all checks. Prefer to pay at the Matteson Area Center? Only credit and debit cards are accepted for payment there.

## REFUNDS

If you register for a non-credit class, but are unable to attend, you must come to the Matteson Area Center and complete a drop form. No refunds will be issued unless requested at least 48 business hours before the first class meeting.

## WIA APPROVED COURSE

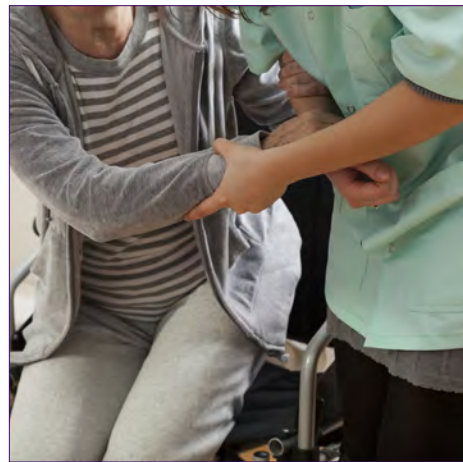
The Workforce Investment Act (WIA) has helped many individuals obtain new job skills and training to make them more employable. If you meet the eligibility requirements and funding is available, WIA may help pay for your tuition, books, and other fees associated with college courses. The Home Services Worker Program is approved for WIA funding for eligible individuals. For more information on WIA, call (708) 709-7975.

## FOR MORE INFORMATION

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