

# Hiring In-Home Personal Caregivers

Many seniors/elders may consider hiring a private caregiver or a caregiving agency to assist with personal care for themselves or for a loved one. In Yukon, there are currently no laws regulating this type of service. If you are considering hiring either an individual or an agency to assist with in-home personal care, talk it over with someone you trust. Screening potential employees is an important step in **ensuring safety**.

## Here are some points to consider when screening an in-home personal caregiver:

- What is their educational background or specialized training? (ask for certification)
- Are they certified in CPR and/or Standard First Aid?
- How did you hear about them? What is their previous job experience?
- Do they belong to a professional association?
- Can they provide at least two references? (ask about previous job performance, dependability, trustworthiness, and suitability)
- What are their fees for service?
- Do they have a business license? Are they bonded? Do they carry liability insurance?
- Have they passed a criminal record check?
- If they will drive your car, are they licensed and do you have adequate insurance?
- Do they have a policy regarding acceptance of money or gifts other than payment?
- What is the back-up in the event the caregiver is ill or unable to work?
- How will they ensure confidentiality and what is their policy regarding record keeping and destroying personal records?
- What is their policy for notification of a family member, friend or substitute decision maker in the event of an emergency?
- Will they enter a written contract/agreement outlining responsibilities and expectations? If so, is there a clause included to allow the contact/agreement to be terminated?

## Tips to help provide protection:

- **Never** give out your bank card, PIN #, keys, passwords, or access to any accounts, investments or online financial information.
- **Never** pay by cash – ask that receipts be issued for caregiving services..
- **Never** ask a hired caregiver to witness any legal documents.
- **Never** allow access to your Will, safety deposit box, money or other valuable items.
- **Do not** allow the caregiver's family or friends into your home.

*Above all remember - if you do not feel comfortable with the person,  
**TRUST** your instincts and **do not hire them**.*

If you have any concerns please call  
Seniors' Services/Adult Protection Unit  
at 456-3946 or toll free at  
1-800-661-0408 ext. 3946.

