



60 MINUTES

Home Health Aide Career Map

Students read a career map for a Home Health Care Aide and discuss, as a class and in pairs, the pathway the worker took in their career moves. This can be used to discuss home health aides in particular as well as career advancement more generally.

VOCABULARY

dotted line
dashed line
technical
administrative
clinical
intermediary

PREP

Be prepared to explain the vocabulary: **dotted line, dashed line, technical, administrative, clinical, intermediary**

MATERIALS

Home Health Aide Career Map

EXPLAIN

- 1 Researchers wondered if there were common career pathways that many workers in the same field took. So they studied data to find out and found a few common pathways. Many people begin a career in healthcare as home health aides. **Why do you think that is?**
 - › *It does not require a diploma and involves working with patients.*
- 2 Some home health aides really enjoy their jobs and remain home health aides for a long time. Others decide they want to make a career change. We are going to study common pathways that home health aides take.
- 3 Distribute *Home Health Aide Career Map*
- 4 Researchers created a map of these common paths, similar to how you created a map for Rebecca's career changes. In this map, like the one you created, you can see the movement from career to career to career.
- 5 It is very difficult to generalize about careers, because not all employers are looking for the same characteristics in their employees. So the information presented in this map may not be true for all jobs in the field they describe. For example, I know from researching home health aides that many home health companies require only that their employees read at a 6th grade level. Others require a diploma. A diploma will likely help a home health aide move up in the company or move to a higher level position.
- 6 Students read the career map, then discuss as a class.



CAREER MAP

HOME HEALTH AIDE

Home health aides are one of the fastest growing jobs in New York City. With more education, home health aides can move into many other types of jobs in health care.

WHAT IS A HOME HEALTH AIDE (HHA)?

Home Health Aides (HHAs) primarily take care of people in the places where they live. This care allows people to stay in their own homes, which many older people and their families like.

- HHAs help clients with activities like getting dressed, bathing, using the toilet and making meals.
- They may also help with laundry, changing linens, vacuuming and washing the dishes.
- Under the supervision of nurses, they check the client's heart rate, blood pressure, breathing and temperature. They also perform other medically-related tasks.

WHO LIKES TO WORK AS A HOME HEALTH AIDE?

People who like this work:

- Have patience, compassion and care about the well-being of others.
- Like helping people and do not mind working with different types of people.
- Can deal with sickness and bodily functions.

WHAT TYPES OF ORGANIZATIONS DO HOME HEALTH AIDES WORK FOR?

Most HHAs work for licensed home care agencies.

- These agencies coordinate basic health and personal care services for their clients, who are usually elderly people or people with disabilities who live at home.
- These agencies assign each HHA to care for one or more clients.

WHAT KIND OF PAY AND HOURS ARE INVOLVED IN THIS TYPE OF WORK?

Home health aides might work full-time or part-time.

- People with more experience and people who work for larger, stable agencies with a big client base often work more hours.
- HHAs may work short shifts, longer shifts, or a combination. Work is mostly in the mornings and evenings. They work on weekends. HHAs may have to travel around the City.
- Pay for HHAs in NYC is at least \$10/hour and HHAs are entitled to paid leave and employer-sponsored benefits [like health insurance]. Some agencies may pay more.
- In NYC, most home health aides are covered by union agreements, which can often mean better pay or other benefits.

HOW CAN I BECOME A HOME HEALTH AIDE?

In order to get a job, you must have a Home Health Aide certificate.

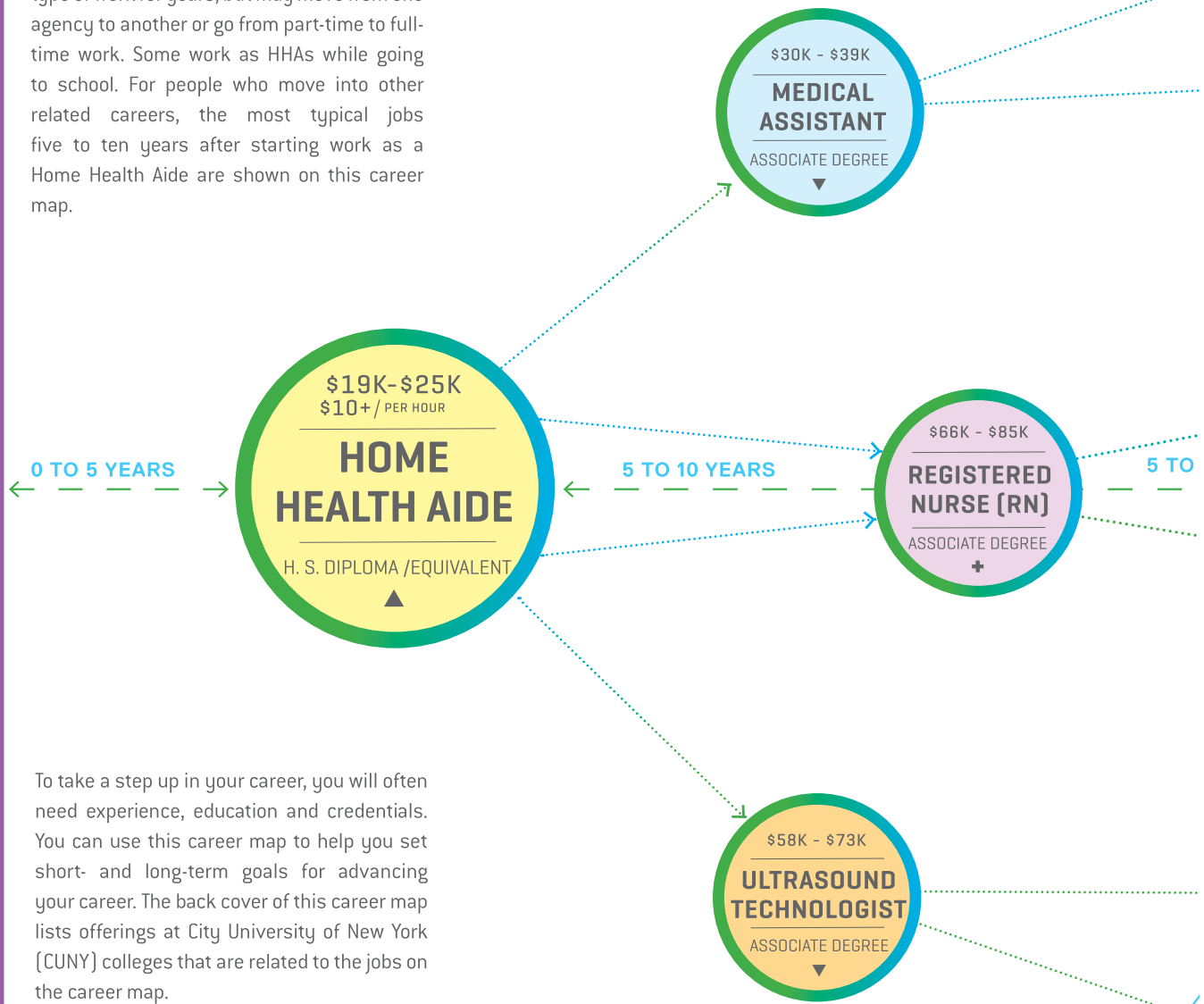
- To obtain this certificate, you must complete a New York State-approved training program, which takes at least 75 hours and includes 16 hours in a home-like setting where you will be observed. You must show that you can carry out the required tasks before becoming certified.
- Courses are offered directly by home care agencies, through CUNY, and by private training schools.

To view a current listing of State-licensed HHA programs, visit: <http://www.op.nysed.gov/prof/nursenurseprogs-hha.html>







Download the *Career Map: Home Health Aide* brochure from: http://gc.cuny.edu/CUNY_GC/media/365-Images/Uploads%20for%20LMIS/Information%20Tools/HHA-online-embedded-final-single-side.pdf

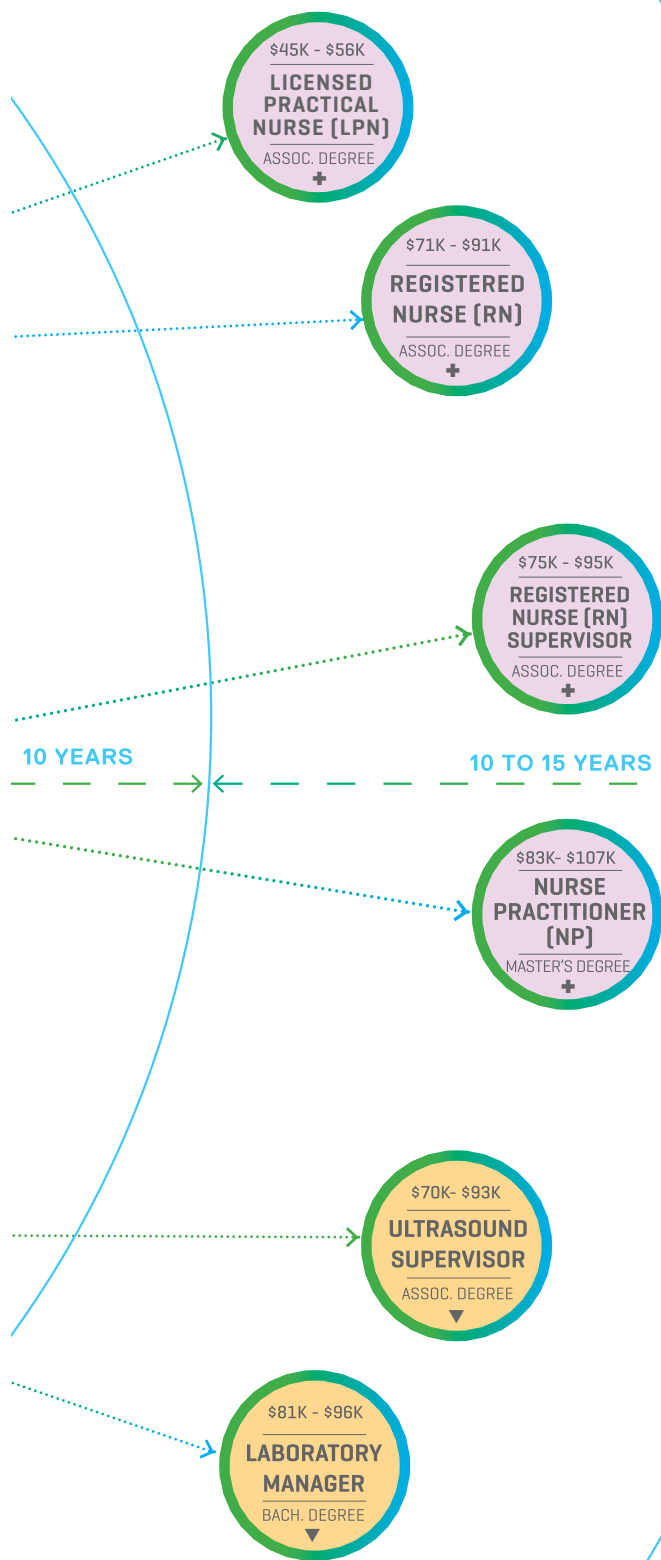
WHAT ARE THE CAREER PATHS FOR HOME HEALTH AIDES?

The career map shown here is based on the real-life experiences of people who have worked as Home Health Aides (HHAs) in the New York metro area. Many HHAs stay in this type of work for years, but may move from one agency to another or go from part-time to full-time work. Some work as HHAs while going to school. For people who move into other related careers, the most typical jobs five to ten years after starting work as a Home Health Aide are shown on this career map.



To take a step up in your career, you will often need experience, education and credentials. You can use this career map to help you set short- and long-term goals for advancing your career. The back cover of this career map lists offerings at City University of New York (CUNY) colleges that are related to the jobs on the career map.

| KEY | | |
|---|--|---|
|  CERTIFICATE REQUIRED |  LICENSE REQUIRED |  CERTIFICATE PREFERRED |
|  ADMINISTRATION & CLINICAL |  CLINICAL / NURSING |  TECHNICAL HEALTH |
| EDUCATION SHOWN IS THE TYPICAL EDUCATION FOR PEOPLE WORKING IN THESE JOBS. | | |



MEDICAL ASSISTANT AND BEYOND

For people who move on to another related job, becoming a **MEDICAL ASSISTANT** is the most common path. **Medical Assistants** perform a combination of clinical and administrative functions. Most work in physicians' offices or community health centers and are supervised by a physician or a nurse.

- Clinical duties may include taking vital signs, drawing blood and preparing patients for examinations.
- Administrative tasks may include scheduling, maintaining records, and billing and coding for insurance.
- You'll need at least a high school diploma to qualify. In New York City, many Medical Assistants have an Associate Degree.
- Many employers require some type of Medical Assistant certification.

MEDICAL ASSISTANTS who move into related careers often become **LICENSED PRACTICAL NURSES** or **REGISTERED NURSES**. Both of these occupations require additional education and a license from New York State.

REGISTERED NURSE AND BEYOND

Some Home Health Aides [HHAs] become **REGISTERED NURSES (RNs)**. Often, they work as HHAs while they are going to school to become an **RN**. **RNs** may have a two-year degree or a Bachelor of Nursing degree. All **RNs** must pass a State licensing exam. Some **RNs** visit homes like HHAs, and sometimes even supervise HHAs.

- Many others work in hospitals, or in doctor's offices or community health centers. Careers in nursing offer more opportunities for growth and higher pay with more education and experience. **REGISTERED NURSES** can become **REGISTERED NURSE SUPERVISORS** or **NURSE PRACTITIONERS**.

ULTRASOUND TECHNOLOGIST AND BEYOND also called "Diagnostic Medical Sonographers" or "DMS."

- People in these jobs operate special imaging (or "sonography") equipment on patients.
- Sonography equipment shows images of internal parts of the human body, such as the heart, stomach, brain and the female reproductive system.
- Many employers require people in these jobs to have official credentials, like a certificate or a degree from an accredited program.
- To find accredited programs, visit: <http://www.caahep.org/find-an-accredited-program/>
- To learn more about certificates and other credentials, visit the American Registry of Diagnostic Medical Sonographers (ARDMS) at <http://www.ardms.org>

Over time and with more education, people in these jobs typically advance to becoming **ULTRASOUND SUPERVISORS** or **LABORATORY MANAGERS**.

WHAT JOBS ARE SIMILAR TO HOME HEALTH AIDE?

There are other health care jobs that sound almost the same as HHA.
How are they the same and how are they different?

PERSONAL CARE AIDE (PCA)

- PCAs mainly deliver personal care services to clients, helping them with their daily living activities while other health care professionals attend to their basic health needs.
- Due to recent changes in how these services are paid for, PCAs looking to stay in this field will have more opportunities if they upgrade to HHA.

CERTIFIED NURSING ASSISTANT (CNA):

- CNAs help patients with their basic health and hygiene needs.
- The tasks are similar to Home Health Aides, but CNAs usually work in hospitals, nursing homes and other long-term care facilities and in health clinics, rather than in the patient's home. CNAs must have a CNA certification.

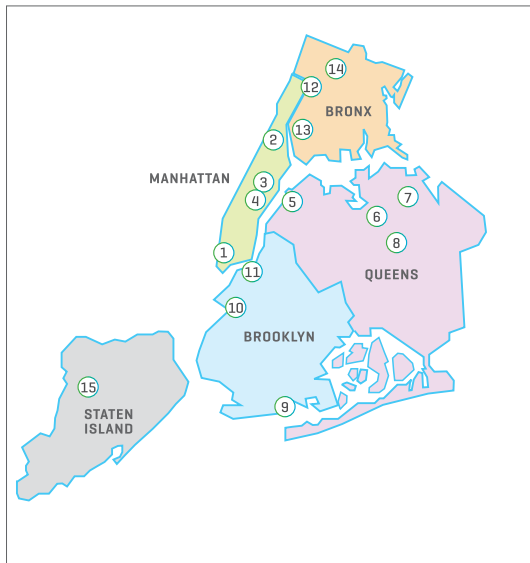
DIRECT SUPPORT PROFESSIONAL (DSP):

- DSPs work mainly with people with disabilities, usually people with developmental disabilities. Although the duties are similar to HHAs, these clients usually require more intensive and specialized care beyond what HHAs typically provide.
- DSPs mostly work for community agencies that both operate group homes and provide services to people with disabilities in their homes and at their workplaces.
- There is no certification required to become a DSP, but there is required training on the job and there are more pre-employment background checks.

FOR MORE INFORMATION

If you would like to request more career maps, please contact:

CURTIS DANN-MESSIER
Assistant Director for Continuing Education
The City University of New York
718-254-7708
curtis.dann-messier@cuny.edu



This information on this career map was derived from online work histories provided to Payscale, Inc. by individuals who worked in the occupations shown in this career map in the New York City metropolitan area. Payscale, Inc. and Monster Government Solutions provided this information to the NYC Labor Market Information Service. This workforce solution was funded by a grant awarded by the U.S. Department of Labor's Employment and Training Administration. The solution was created by the grantee and does not necessarily reflect the official position of the U.S. Department of Labor. The Department of Labor makes no guarantees, warranties, or assurances of any kind, express or implied, with respect to such information, including any information on linked sites and including, but not limited to, accuracy of the information or its completeness, timeliness, usefulness, adequacy, continued availability, or ownership.

The CUNY CareerPATH Program is an equal opportunity employer/program and auxiliary aids and services are available upon request to individuals with disabilities.

WHAT PROGRAMS AT CUNY PREPARE PEOPLE FOR THE JOBS ON THIS CAREER MAP?

| KEY | CERTIFICATES | | | | | ASSOC. | BACH. | ADV.CERT | NURSING | | | | |
|---|------------------|--------------------|-----------------------------|-------------------|-------------------|--------|-------|----------|---------------------------------|---------------------------------|------------------|-----|----------|
| | HOME HEALTH AIDE | AGING/ GERONTOLOGY | CERTIFIED NURSING ASSISTANT | PATIENT CARE TECH | MEDICAL ASSISTANT | | | | MEDICAL / RADIOLOGIC TECHNOLOGY | MEDICAL / RADIOLOGIC TECHNOLOGY | MEDICAL LAB TECH | LPN | RN (AAS) |
| <p>HEALTH CARE SUPPORT (Yellow)</p> <p>MEDICAL ASSISTANT (Blue)</p> <p>NURSING / CLINICAL (Purple)</p> <p>TECHNICAL HEALTH (Orange)</p> <p>To learn more about professional cooking, culinary arts and related programs available within the CUNY system, please click on the following school links:</p> | | | | | | | | | | | | | |
| MANHATTAN | | | | | | | | | | | | | |
| 1 BOROUGH OF MANHATTAN COMMUNITY COLLEGE | | | | | | | | | | | | | |
| 2 THE CITY COLLEGE | | | | | | | | | | | | | |
| 3 HUNTER COLLEGE | | | | | | | | | | | | | |
| 4 CUNY SCHOOL OF PROFESSIONAL STUDIES | | | | | | | | | | | | | |
| 5 LAGUARDIA COMMUNITY COLLEGE | | | | | | | | | | | | | |
| QUEENS | | | | | | | | | | | | | |
| 6 QUEENS COLLEGE | | | | | | | | | | | | | |
| 7 QUEENSBOROUGH COMMUNITY COLLEGE | | | | | | | | | | | | | |
| 8 YORK COLLEGE | | | | | | | | | | | | | |
| BROOKLYN | | | | | | | | | | | | | |
| 9 KINGSBOROUGH COMMUNITY COLLEGE | | | | | | | | | | | | | |
| 10 MEDGAR EVERS COLLEGE | | | | | | | | | | | | | |
| 11 NEW YORK CITY COLLEGE OF TECHNOLOGY | | | | | | | | | | | | | |
| BRONX | | | | | | | | | | | | | |
| 12 BRONX COMMUNITY COLLEGE | | | | | | | | | | | | | |
| 13 HOSTOS COMMUNITY COLLEGE | | | | | | | | | | | | | |
| 14 LEHMAN COLLEGE | | | | | | | | | | | | | |
| SI | | | | | | | | | | | | | |
| 15 COLLEGE OF STATEN ISLAND | | | | | | | | | | | | | |

NOTE: THIS TABLE IS ACCURATE FOR THE 2014-2015 ACADEMIC YEAR. AS CUNY CONTINUOUSLY UPDATES ITS DEGREE AND CERTIFICATE OFFERINGS THROUGHOUT THE YEAR, PLEASE CONSULT EACH INDIVIDUAL SCHOOL'S WEBSITE FOR THE MOST CURRENT LISTINGS.

DISCUSSION

What kind of information is on this map?

- › *Salary and education requirements of careers, common movement between careers*

What do the dotted lines represent?

- › *Movement between careers*

What do the dashed lines represent?

- › *The amount of time usually taken to move between careers.*

What do the tan bubbles represent?

- › *Technical healthcare jobs.*

What are some examples?

- › *Ultrasound technician, ultrasound supervisor and laboratory manager.*

What do the purple bubbles represent?

- › *Technical/nursing careers.*

What does the blue bubble represent?

- › *A career that is administrative and clinical.*

There is one career that is on the map twice. What is it and why do you think it is on the map twice?

- › *RN. Once straight from HHA, and once with medical assistant as an intermediary step.*

In pairs, take a minute to imagine the person who becomes a medical assistant, then an RN. What factors in her life made her decide to become a medical assistant before an RN?

Now imagine the person who went straight from HHA to RN. What factors allowed that move?

Additional Labor Market Information Service (LMIS) Career Maps

The previous lessons can be adapted for use with the additional LMIS Career Maps in healthcare listed below. Medical Assistant is a common entry level career and Healthcare Information is a vast and rapidly growing area in healthcare. Like the Home Health Aide maps, they contain lots of information about job responsibilities, individual careers and career families, salaries and required education.

Medical Assistant

Medical Assistant is a common entry level career for workers with an Associate's degree that can lead to many higher level healthcare careers, including clinical and administrative positions, such as Nursing positions or various administrative or managerial positions.

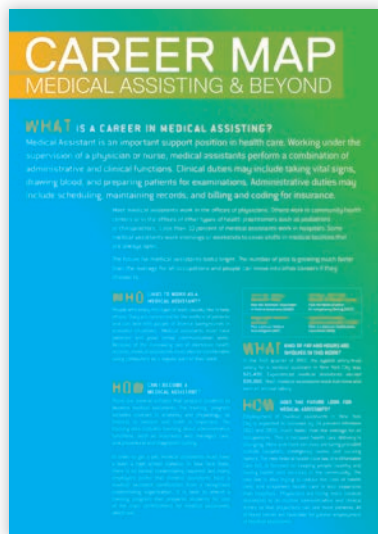
Healthcare Occupations *Beyond Hospitals and Nursing Homes*

In Unit One, students researched one of five healthcare careers, representing careers that require a little to a lot of education, training, practice and certification. With the Labor Market Information Service's Health Care: Beyond Hospitals and Nursing Homes, students are introduced to dozens of careers in healthcare, organized by the level of education and practice required. They include clinical, technical, administrative and health information careers. Like the other career maps, they contain information on responsibilities, required education, salary and work hours.

Occupations in Healthcare Information

Having gotten a taste of this new field during class presentations, students can now learn about it in more detail. With the digitization of healthcare records, this is a rapidly growing field, including workers who collect information from patients, retrieve and organize information, crunch the numbers, analyze the data and repair the computers when they freeze! It also includes medical billers, which is an expanding field. Like most fields, there are also administrative and managerial positions. This is a good field for people interested in healthcare, who are not interested in working as clinicians.

Medical Assistant, Beyond Hospitals and Healthcare Information Career Brochures



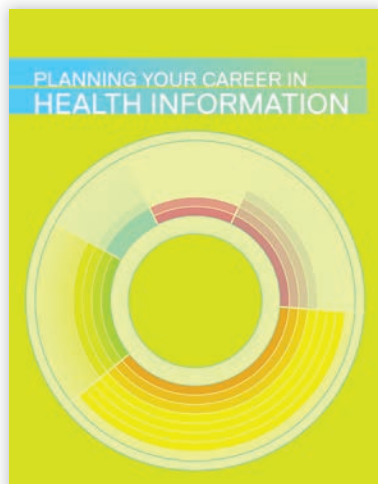
Download the *NYCLMIS-CCP Medical Assisting and Beyond Map* brochure from:

http://gc.cuny.edu/lmis/information/career_maps#MA



Download the *Health Care Beyond Hospitals and Nursing Homes* brochure from:

http://www.gc.cuny.edu/CUNY_GC/media/365-Images/Uploads%20for%20LMIS/Information%20Tools/LTW/Health-Care-8-5x11-rearranged.pdf



Download the *Planning Your Career in Health Information* brochure from:

http://gc.cuny.edu/CUNY_GC/media/365-Images/Uploads%20for%20LMIS/Information%20Tools/HIT-Brochure_1.pdf