



Direct Care Worker Responsibilities

This document outlines some of the basic responsibilities you have as a direct care worker to an employer who has a disability.

Be On Time

Arrive at work on time. For some employers, being late puts their safety or dignity at risk. It's critical that you are dependable.

Let your employer know as soon as possible when you know that you will not be able to show up for your shift.

Show Respect

Don't share information about your employer's life or family members with other people. This includes conversations you have with your employer.

Treat your employer's home and belongings with respect. This includes not going into any areas that you've been told are off-limits.

Support Employer's Decision-Making and Independence

When working with a disabled person:

- Encourage them to develop their strengths and abilities
- Listen to them to understand their needs and preferences
- Follow their instructions about what they do or don't want help with

Protect Your Employer

If you think that someone is hurting or neglecting the person you work with, you should report it (tell someone):

- If the person you work with is 60 or more years old, call the Wisconsin Elder Abuse Hotline 1-833-586-0107 or visit the website <https://.reportelderabusewi.org>
- If the person you work with is between the ages of 18 and 59, contact the office of Adult Protective Services in your county (phone numbers can be found here): www.dhs.wisconsin.gov/aps/aar-agencies.htm

Ask Questions

If you don't understand what your employer is asking you to do, ask for clarification. If you don't feel able to safely perform a task, you should speak up (tell them your concern).

Report An Injury

If you are hurt while working for your employer, you must tell them as soon as possible. If you don't let them know, you might have to pay the cost of any necessary medical treatment.