

DIRECT SUPPORT PROFESSIONAL (DSP) POSITION DESCRIPTION

Position Summary:

The Direct Support Professional (DSP) provides person-centered support, supervision, and home management services to individuals receiving Minnesota 245D Home and Community-Based Services. The DSP promotes health, safety, independence, and community integration for individuals during daytime and overnight hours as needed.

Qualifications:

- Must be at least 18 years of age.
- Must pass a criminal background check.
- Must have U.S. citizenship or provide valid evidence of an alien work permit or other authorization to work in the United States.
- Must demonstrate the ability to follow individualized service plans (ISPs) and provide support as required.
- Must be dependable, trustworthy, and able to work with minimal supervision.
- Must comply with all 245D training requirements and complete mandatory orientation.

Essential Duties and Responsibilities:

- Provide assistance with activities of daily living (ADLs) and instrumental activities of daily living (IADLs), including personal hygiene, grooming, dressing, and mobility support.
- Perform general housekeeping tasks to maintain a clean, safe, and healthy living environment (cleaning, laundry, meal preparation, grocery shopping, and waste disposal).
- Support individuals in developing and maintaining independent living skills such as cooking, budgeting, and organizing.
- Implement individualized service plans (ISPs) to promote personal goals, skill development, and quality of life.
- Provide overnight supervision to ensure the safety, security, and well-being of individuals during nighttime hours.
- Assist with nighttime routines, respond to overnight needs, and ensure a quiet and restful environment.

- Support community integration by providing transportation and assistance with community activities and appointments.
- Document services provided, complete routine safety checks, and report any concerns, incidents, or changes in the individual's condition to the supervisor.
- Follow all policies, procedures, and licensing requirements under Minnesota Statutes, Chapter 245D.

Physical/Environmental Demands:

- Must be able to safely perform required tasks, including light to moderate lifting, bending, standing, and walking for extended periods.
- Work may include overnight shifts and flexible scheduling.

Acknowledgment and Agreement:

I have read and understand the job description for the Individualized Home Supports position. I agree to perform the duties and responsibilities outlined in this document and comply with all agency policies and procedures.

Name	Signature	Title	Date
		Staff	