



# Jaasim Home Healthcare LLC

## EMPLOYMENT CONTRACT

**This Employment Contract** is made and entered into on this [Date], by and between **Employer's Jaasim Home Healthcare, LLC**, hereinafter referred to as the "Employer," and **Employee's Full Name**, hereinafter referred to as the "Employee."

### 1. POSITION AND DUTIES

The Employer hereby employs the Employee as a **NRS,CNA,PCA, or HHA**. The Employee agrees to perform the following duties:

- Provide non-medical assistance and care to clients in their homes, including but not limited to assistance with daily living activities such as bathing, dressing, grooming, meal preparation, medication reminders, light housekeeping, companionship, and transportation assistance.
- Follow the care plan and instructions provided by the Employer or designated care managers.
- Maintain the privacy and confidentiality of the client's health information and personal matters as required by applicable laws and regulations.
- Attend to emergency situations as needed and alert emergency services when necessary.
- Report any concerns or issues regarding client care, health conditions, or potential safety concerns promptly to the Employer.

The Employee agrees to fulfill all assigned duties to the best of their ability, adhering to the Employer's standards of care and professional conduct.

### 2. TERM OF EMPLOYMENT

The employment relationship between the Employer and Employee shall begin on \_\_\_\_\_ and will continue until terminated by either party, as provided in this Contract.

### 3. WORK HOURS AND SCHEDULE

The Employee's work hours and schedule will be as follows:

- **Standard Schedule:**
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- **Flexible Schedule:** (if applicable)
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- The Employee may be required to work additional hours or adjust the schedule to accommodate the Employer's needs, provided such changes are agreed upon in advance.

#### **4. COMPENSATION**

The Employer agrees to pay the Employee as follows:

- **Hourly Rate:** \$21.52 per hour for
- **Overtime Rate** (if applicable): \$32.28 per hour (as per applicable labor laws)
- **Payment Method:** Payments will be made on a week direct deposit/physical check.

The Employer will deduct all required federal, state, and local taxes, and any other legally mandated deductions from the Employee's wages.

#### **5. BENEFITS**

- PTO Time off at anytime. Both staff must confirm with supervisor per. client, date, time for visit through email. (Nurse, Caregivers can find own coverage within agency). Contract nurses need substitute nurse that need to comply/or be compliant with Jaasim Home Healthcare nursing hiring process.
- Training- \$10.00 towards CPR & AED certificate
- Competitive wages

Additional benefits, if applicable, will be provided according to the Employer's policies and in compliance with applicable law.

#### **6. CONFIDENTIALITY AND NON-DISCLOSURE**

The Employee acknowledges and agrees that, in the course of employment, they may have access to confidential client information, including personal, financial, and health data. The Employee agrees to:

- Maintain the confidentiality of all client information both during and after employment.
- Not disclose or use any confidential information for any purpose other than performing the duties as assigned by the Employer.
- Follow all applicable privacy laws, including HIPAA (Health Insurance Portability and Accountability Act), in regard to handling client information.

#### **7. EMPLOYEE CONDUCT AND STANDARDS**

The Employee agrees to abide by the following:

- Adhere to all company policies, procedures, and codes of conduct.

- Maintain professionalism in interactions with clients, family members, and coworkers.
- Refrain from engaging in any conduct that could harm the reputation or operations of the Employer.
- Report any conflicts, concerns, or incidents to the Employer promptly.
- Maintain required certifications or licenses, if applicable (e.g., CPR certification, first aid training).

## 8. TERMINATION

This Contract may be terminated by either party under the following conditions:

- **Voluntary Termination:** The Employee may terminate this Contract by providing at least **30 days' notice** in writing to the Employer.
- **Involuntary Termination:** The Employer may terminate this Contract for reasons including but not limited to:
  - Violation of company policies or ethical standards.
  - Poor job performance or failure to meet client care expectations.
  - Theft, fraud, or misconduct.
  - Failure to comply with applicable laws or regulations.
  - Health or personal issues preventing the Employee from fulfilling job duties.

Upon termination, the Employee agrees to return all Employer property, including client records, documents, and materials.

## 9. DISPUTE RESOLUTION AND GOVERNING LAW

In the event of a dispute arising under this Contract, both parties agree to attempt to resolve the dispute through informal discussion. If resolution is not achieved, the dispute may be submitted to mediation or arbitration, as agreed upon by both parties.

This Contract shall be governed by and construed in accordance with the laws of the state of **PA**.

## 10. MISCELLANEOUS

- **Entire Agreement:** This Contract represents the entire understanding between the Employer and Employee and supersedes all prior agreements or discussions.
- **Amendment:** This Contract may be amended or modified only by written agreement signed by both parties.
- **Severability:** If any provision of this Contract is deemed unenforceable by a court of law, the remaining provisions shall remain in full effect.

## ACKNOWLEDGEMENT AND SIGNATURES

By signing below, both the Employer and Employee acknowledge and agree to the terms and conditions set forth in this Employment Contract.

**Employer's Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**Employee's Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**Witness (if applicable):** \_\_\_\_\_

**Date:** \_\_\_\_\_

Thank you for joining **Jaasim Home Healthcare LLC**. We look forward to a successful and professional working relationship. Should you have any questions or concerns, please feel free to contact us at any time.

**Name:** Jaasim Home Healthcare LLC  
**Address:** 252 W College Ave. Apt 104  
**Phone Number:** (717) 434-6070  
**Email:** Jaasimhomehealthcare@gmail.com  
**Website URL:** Jaasimhomehealthcare.com