



CAREGiver Cell Phone, Phone Call, and Personal Visitor Policy

When you are with your client, you are working. You are not allowed to make personal calls on your cell phone. Be sure to silence your cell phone or leave it in your car while you are with a client. It is also our policy that the use of a cell phone to either talk or text while driving a client is prohibited.

Except in cases of emergency, CAREGivers should not use a client's phone to make or receive personal phone calls. This applies even if the client gives you permission to use the phone. In

NO instance should you give your family members or friends a client's phone number to contact you. Give family or friends our office number, and we will contact you if you receive an emergency message.

CAREGivers are not allowed to have personal visitors while at the client's home. Under NO circumstances is a CAREGiver allowed to bring a child or family member to work with them. CAREGivers are not allowed to run personal errands with or without the client during scheduled shifts.

Care Bridge Home Care, Inc dba Home Instead

(508) 393-8338

Fax: (508)-393-2730

386 W. Main Street Suite 14 • Northborough, Ma 01532 • HomeInstead.com/151 209 W. Central Street Suite 210 • Natick, Ma 01760 • Homeinstead.com/206