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| Applicant: | Interviewer: |
| Date: | Office: |

**Introduction**

Are you a Certified Nursing Assistant (CNA)? Yes / No Are you a Home Health Aide? Yes / No

Tell me why you became a caregiver? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

What made you apply to work with Recover Care at Home?

Why did you leave your last job? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Tell me your understanding of what working for a home care agency is like?

**Client Experience**

1. How do your skills qualify you for this job? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
2. Have you had experience with:
   1. **Clients with Dementia?** Yes / No
   2. **Clients on Hospice?** Yes / No
   3. **Hoyer Lifts?**  Yes / No
   4. **Medication Administration?**  Yes / No
3. Would you be able and willing to clean a client’s toilet and do other homemaking tasks and cleaning?

How would you describe your cooking skill level? Not able to cook/ Basic (able to make eggs) / Average (can follow a recipe) Excellent (can make a meal our of whatever is in the refrigerator)

1. What do you think makes a positive client experience?

**Clinical Outcomes**

1. There are times your client may ask you to do several things at one time. How do you prioritize what tasks should be completed first?
2. Describe a time when you faced a difficult client and what did you do to resolve the problem?

**Employee Engagement**

1. Share with me an experience when you had to be reprimanded at work. How did you receive the correction?

**Growth/Finance**

What do you do to motivate yourself to work hard in times when you lack motivation? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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1. How would you react if your client began to shout at you?

**Other**

1. What are 3 things your past clients would say about you? 1. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

2. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_3. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Logistics**

How many hours are you hoping to work per week? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ What is your desired shift to work? Days / Evenings/ Awake Overnights**.**

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| ***What is your preferred work location?***  *This area will not be guaranteed, but will help us understand your preferred area (please select all that apply)* |
| * **Northwest Metro** *(Brooklyn Park, Maple Grove, Plymouth,* |
| * **North Metro** (Roseville, Shoreview, Coon Rapids, Lino Lakes) |
| * **Northeast Metro** *(White Bear Lake, Oakdale, Stillwater, Forest Lake, Maplewood, Roseville)* |
| * **East Metro** *(Woodbury, Lake Elmo, West St. Paul, Afton)* |
| * **Southeast Metro** *(Inver Grove Heights, Mendota Heights, Cottage Grove, Hastings)* |
| * **South Metro** *(Eagan, Apple Valley, Burnsville, Savage, Lakeville, Farmington, Prior Lake)* |
| * **Southwest Metro** *(Eden Prairie, Shakopee, Chaska, Chanhassen)* |
| * **West Metro** *(Wayzata, Minnetonka, St. Louis Park, Richfield, Edina, Bloomington)* |

1. How far are you willing to travel? \_\_\_\_\_\_\_\_ miles/ \_\_\_\_\_\_\_minutes Do you have Driver’s license? Yes / No Do you have reliable transportation? Yes / No
2. When are you available to start working? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
3. What is your current salary/what salary are you hoping to make? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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| **Interview Outcome** | | | |
| * Employment Offered (see below) | * Requires 2nd Interview | * Pending | * Declined |

*If employment is offered at time of interview:*

***Agreed upon hourly rate****: $\_\_\_\_\_\_* ***Home Address****: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_****Email:*** *\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_*

*Review next steps: Hire paperwork will be emailed to you within 24 hours of the interview. Two emails will be sent from parent company Recover Health. One is the link to Paylocity and the other is a password. You will be asked to recreate a password. Our team coordinator will check with you to make sure you received the paperwork and have started the process. It is recommended that paperwork be completed on a computer or laptop. After completion you will receive your Recover Care email address and sign on information for our online training courses. You can begin those right away and should complete them by your orientation date. You will be required to attend a* ***PAID*** *orientation at our Minnetonka office. Upcoming dates are: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_. Orientation information will be emailed to your Recover Care email.*