

Personal Assistant (PA) Orientation

Are you interested in working as a Personal Assistant (PA) for someone with a disability who receives Home Services in Will or Grundy County?

Our free PA Orientation will explain what the job involves and how to get started.

After you complete the orientation, your name and contact information will be added to the Disability Resource Center (DRC) Personal Assistant Registry. Home Services customers who are looking for a PA can use this registry to find and contact potential assistants. To register for an orientation or learn more, call 815-729-0162.

Orientation includes information on: DRS guidelines, identifying the customer's needs, potential tasks listed on the service plan, timesheets, payment schedule, information about Center for Independent living, and more.

Please note: Completing the orientation does not guarantee employment. Disability Resource Center (DRC) is **NOT** your employer. The orientation simply allows your name to be added to the referral list available to eligible Home Services customers.

Frequently Asked Questions

What is a Personal Assistant (PA)?

A Personal Assistant helps individuals with disabilities live independently in their own homes. PAs work for customers who receive services through the Illinois Department of Human Services (IDHS/DRS) Home Services Program.

Each customer has a service plan that outlines the assistance they need. Services may include: dressing, bathing, grooming, light housekeeping, meal preparation, and other daily living activities.

Who pays the Personal Assistant?

Personal Assistants are paid through the Illinois Department of Human Services (IDHS/DRS).

Who is my employer?

The person receiving Home Services is your employer—not the Disability Resource Center.

How do I find a PA job?

After completing the PA Orientation, your name is added to the Personal Assistant Registry. When Home Services customers are looking for a PA, they can receive the registry by mail, email, or pick up from DRC. Customers contact PAs directly if they are interested in hiring them.