

**In-Home Aide Newsletter- January 2026 Posttest
Documentation and Observe, Record, Report (ORR)**

ANSWERS

1. A plan of care is the written description of the authorized home care services and tasks to be provided to a client.

True

2. The client or responsible party would not be involved in the plan of care process.

False

3. The plan of care is developed based on an assessment of the client to determine the type of care and services needed.

True

4. Documentation is a record of the care you provided to the client and provides the basis for your agency to bill for the services provided.

True

5. Home care agencies are held to strict documentation requirements by their state licensing agencies, accreditation agencies and their payer sources.

True

6. A responsibility as an In-home aide professional is to document clearly.

True

7. Recording and Reporting is not part of the In-home aide responsibilities.

False

8. The client's record is a legal document.

True

9. Observing changes in a client's condition is an important role for an In-home aide.

True

10. There is a specific law in place that protects a person's protected health information.

True