

## Handy Helper Volunteers Policies & Procedures

### Approved Handy Helper Tasks

- Assemble: artificial Christmas tree (6' or less)
- Deadbolt screws, check & replace
- Electrical:  
GFIs/switches/plugs/doorbells
- Furnace filters: replace
- Garage door: lube/program
- Garbage disposal: unjam
- Hang pictures/mirrors (<20 lbs.)
- Home Entertainment Equipment,  
Telephone: diagnose/adjust/connect
- Light bulbs and/or reset GFI
- Mattress: turn (1 HH + assistant)
- Moving: light furniture/boxes (<35 lbs.)
- Refrigerator filter: replace
- Shower head: replace
- Smart vent: program
- Smoke alarm, CO detectors: batteries
- Smoke alarm: replace (except on 12' or higher ceiling)
- Sprinkler controller: replace/adjust
- Sprinkler heads/emitters: replace/adjust (1 or 2)
- Thermostat: program/replace batteries
- Water heater: check for rust

### Tasks Not Approved

- Caregiver relief
- Check entire drip system
- Climb in attics or clean gutters
- Climb on roof or work on eaves
- Computers: diagnose/adjust
- Hang anything on outside walls (except Ring doorbell)
- Health care related tasks
- Install grab bars
- Install weather stripping
- Lift or move anything over 35 lbs.
- Plumbing fixture replacements (except showerheads)
- Plumbing repairs – Interior
- Relight pilot lights
- Transport Caller in automobile
- Use Caller's debit or credit card
- Work on 14' or higher ceilings