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**WASHINGTON, D.C. — June 9, 2006** — Erica Nash, President and CEO of Help-Your-Self, inc.®, introduces **PERSONNEL MANAGEMENT MANUAL: ACHIEVING INDEPENDENCE THROUGH PERSONAL ASSISTANCE**, a publication that teaches what, when, why and how to achieve independent living to individuals with disabilities, family members, caregivers, hospitals, group homes, nursing homes, Independent Living Centers (ILC), teaching institutions, government agencies, and community centers.

“Independent living does not mean you have to do everything by yourself: whereas you may choose to think that having to use a Personal Care Assistant (PA) robs you of your independence, in reality having a PA may be your means of living your life the way you want,” according to Nash. “Through the assistance of a PA you can gain your independence.”

**PERSONNEL MANAGEMENT MANUAL: ACHIEVING INDEPENDENCE THROUGH PERSONAL ASSISTANCE** is designed to teach individuals how to self-direct their own care. The manual includes practical examples, charts, and worksheets and takes a comprehensive approach to managing life and personnel outside of a medical model of care. Starting with the assessment of one’s own needs, the reader is pleasantly guided through the steps of recruiting, interviewing, hiring, training, supervising, and living with a Personal Care Assistant.”

“Generally, most of us have had little or no experience as an employer or supervisor. When you hire an attendant, you become a boss, and you enter the complex world of business management,” Nash says. This manual supplies business management concepts as they apply to the PA-employer relationship and teaches people how to incorporate these concepts into their daily lives.

Nash says, “I want to teach people life management skills as well as communication skills, personal interaction, and tools that will empower people with disabilities to confidently self-direct their own care.”

“Although effective attendant care is the most important factor to achieving independent living, it is also often a problem and a struggle,” Nash continues. “The goals of this manual are to help people with disabilities learn to live independently and teach Personal Care Assistants how to best help their clients achieve their goals.”

Erica Nash holds a Master’s degree in Non-profit Management and has worked many years developing policy and programs for healthcare delivery. She suffered a (C4) complete spinal cord injury in a vehicle collision in 1982 when she was 23 years old. She

has lived on her own ever since. The information in this manual comes from her over 20 years' experience of managing personnel. She brings to the forefront knowledge gained from her trials and errors, struggles and accomplishments, and includes the perspective of other consumers, Personal Care Assistants and nationally prominent independent living advocates.

Erica Nash is the founder of Help-Your-Self inc.® a non-profit corporation dedicated to enhancing the lives of individuals with disabilities and resides in Washington, DC, where she continues her efforts to promote independent living, community integration, and prevention of injuries. The proceeds from the sales of this manual go to Help-Your-Self, inc.® to provide services for people with disabilities.

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Personnel Management Manual: Achieving Independence through Personal Assistance

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