

Name of the carer: _____

JOB TITLE: Live-in Care Worker

REPORTING TO: Line Manager and Emergency Line

ROLE PURPOSE: The role of Care Worker contracted by PROMEDICA24 and its entities is:

- to provide the person centred care;
- to work to achieve the highest quality care standards;
- to support clients' independency, privacy and dignity;
- to maintain the safest level of care all the time.

MAIN AREAS OF RESPONSIBILITIES:

CARE PROVISION:

- Ensure the highest possible levels of care are maintained by supporting/assisting client, when required, with washing, toileting, dressing, undressing, and all other aspects of daily living;
- Assist client in all aspects of their care needs (e.g. physical, emotional and spiritual). Provide attention when needed, whilst ensuring client retains their comfort and dignity;
- Pay particular attention to assisting client who has limited mobility, or physical difficulties, making the best and the safest use of aids provided;
- Observe care planning needs for client and complete written daily records as instructed and in line with the company's policies and procedures;
- Assist in framework of social activities by interacting with client and helping him/her continue with hobbies and activities;
- Make and change beds, ensuring that rooms are clean and tidy, and commodes are empty, in line with disposal of waste policy;
- Assist client who need help during meal times (being aware of swallowing difficulties, dietary requirements etc.). Assist with serving of food/drinks as requested/required and record them in line with client's care plan;
- Protect client from abuse and avoid abuse of the privileged relationship that exists with the client;
- Clean and maintain equipment used by client e.g. wheelchairs, hearing aids, spectacles etc.;
- Under the supervision and guidance, report on the well-being of client;
- Assist in the promotion of continence;
- Interact with client in an appropriate manner whilst always maintaining boundaries;

TRAINING & DEVELOPMENT

- Maintain professional knowledge and competence;
- Attend induction and annual refreshal training days/courses, on or off site, as and when required;
- Participate in relevant trainings to achieve required qualifications;
- Be open and transparent in all situations;
- Observe and follow good practice in training sessions and advice;

HEALTH & SAFETY

- Report immediately to the Line Manager and Emergency Line any illnesses;
- Understand, and ensure the implementation of Safety policy, Emergency and Fire procedure and all relevant policies and procedures which reflect care environment;
- Report to the Line Manager and/or Emergency Line any faulty appliances, damaged furniture, equipment, any potential hazard and/or risks identified;
- Contact emergency services and other professionals involved in care planning if any changes identified or any safeguarding concerns raised;

GENERAL

- Promote and ensure the good reputation of the company;
- Adhere to all Company policies and procedures within the defined time scales;
- Ensure that all information of confidential nature is not divulged to third parties and direct them to the Line Manager and/or Emergency Line;
- Notify the Line Manager and/or Emergency Line as soon as possible of inability to report for duty, and also on any periods of absence;
- Maintain the confidentiality of contract service terms and conditions.

REQUIRED SKILLS&KNOWLEDGE

- Genuine interest in working within a caring environment
- Ability to communicate effectively and safe in English
- Caring, calm and compassionate personality
- Satisfactory Enhanced DBS check
- Positive outcome of references checks
- Care experience welcome;

This Job Description indicates only the main duties and responsibilities of the post which are further more specified in a care plan of each individual client. Promedica24 and its entities reserves the right to amend this Job Description from time to time, according to business needs.

Any changes will be confirmed in writing. Please note that you share with us the responsibility for making suggestions to alter the scope of your duties and improve the effectiveness of your post.

Please sign, print your name and surname and data below to indicate your acceptance of this Job Description.

Print name and surname: _____

Signature: _____

Place, date: _____