



JOB DESCRIPTION----- Home Care Assistant

Job Title Home Care Assistant
Accountable To Registered Care Manager

Summary

To deliver care and support, as described below, to our customers in their own home. This will not include any duties that would normally be undertaken by a trained nurse.

ROLES

The Care Worker role is to provide a level of care that allows Customers to lead as independent a lifestyle as possible; the service will involve both personal care and household management as designated in the Customers personal care plan.

Personal Care:

- (1) Dressing/undressing
- (2) Washing/showering/bathing/oral care
- (3) Hair Care (washing/brushing)
- (4) Toileting (emptying commode/ cleaning)
- (5) Continence Management
- (6) Getting in/out of bed
- (7) Pressure area care
- (8) Supporting with aid which support with daily living**

Healthcare:

- (1) Supporting the Customer with the safe administration of medication**

Meal preparation:

- (1) Preparation of meals/snacks
- (2) Support to feed if required

Domestic Duties:

- (1) General cleaning duties (essential)
- (2) Bed Making
- (3) Removal of household rubbish
- (4) Laundry
- (5) Shopping

Personal Duties:

- (1) Supporting Customer with personal finances e.g. paying bills, collecting pensions etc.

RESPONSIBILITIES

- (1) To comply with all Policies and Procedures set out by Lifetime Homecare Ltd and carry out these care duties.
- (2) To participate in Induction Training as directed by Company Manager
- (3) To maintain accurate, timely and concise records of Customers care, time sheets and mileage sheets
- (4) To participate in staff meetings, additional training, supervisions etc. as directed by the Company Manager.
- (5) To report back to Line Manager on any aspects of the Customers Care Package that warrants urgent attention of review
- (6) Suitable car insurance must be provided and updated as required.