

Home Care Assistant

MAIN PERPOSE OF EMPLOYMENT: To provide Care in the Community i.e. all aspects of care to enable people to stay in their own homes.

To maintain a safe environment for service users in their own homes.

To communicate and liaise with other professionals for any services or aids that the service user may need in their home.

To produce meals of the required type for a well balanced diet in the required quantities at the required times. To do any shopping required for a housebound/ disabled person as per care plan.

To help with personal care and dressing in order to promote the service users independence, dignity, privacy and choice.

To ensure that all statutory requirements for Food Hygiene, Health and Safety and Fire precautions are implemented.

Adjusting the temperature and ventilation of the surrounding, varying the amount and type of clothing and regulating the amount of physical activity to control body temperature. Making sure that the service user's home is warm and clean.

Encourage the service user to mobilize. Encourage leisure activities such as knitting, gardening, sewing, reading etc.

To promote independence for service users in their own homes by advising, assisting, communicating and befriending him or her in all aspects of total care with company advice.

To monitor service user's health needs, ascertaining when to summon professional help. Observe information and write in report book at end of each shift.

CONFIDENTIALITY: This is a very important aspect of a care's job. Confidential information should only be used to benefit a service user. It should never be divulged to a third party or used as gossip amongst friends/acquaintances.

OTHER TASKS: To represent your service user at Caretakers SW Ltd meetings. To produce a written report for ongoing monitoring of the service users welfare.

To take part in all supervisory/ appraisals, staff meetings and training sessions as deemed necessary to fulfil your role as qualified carer within Caretakers SW Ltd.

Employee Name:

Date:

Signed:

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