

Care Assistant

Organisation: Cambridge Nursing Home
Location: London
Position: Paid/ Contract
Line Manager: Senior Registered Nurse
Part/Full time: Flexible

Contact Email: info@cnhnursing.co.uk

JOB SPECIFICATION

Requirements

- To ensure that the physical, psychological, emotional and spiritual well-being of all Service Users (SUs) is maintained at the highest possible level in the pleasant, safe and harmonious environment of the Home.
- To maintain confidentiality at ALL times
- To be aware of their responsibilities in maintaining the Health & Safety of all SUs
- To undertake relevant QCF Level 2/Care Certificate training and other training identified by the manager in relation to improving and maintaining standards of care
- Washing and bathing SUs, ensuring that they maintain a good level of personal hygiene, care of hair, scalp, nails, dentures, teeth, feet and toe nails
- Feeding needs of SUs who are incapable of feeding themselves, serving meals in a presentable manner
- To care for incontinent SUs and meeting their special needs
- To care for the elderly frail SUs
- Pressure areas care and preventing sores where possible, applying cream under supervision
- To take care of the SUs clothes and personal belongings
- To ensure that SUs are suitably dressed at all times
- To tidy SUs rooms and wardrobes ensuring their rooms are clean and tidy at all times
- To ensure SUs clothes are laundered daily/weekly
- To take reasonable care to prevent damage to clothing, equipment etc.
- To take care of the dying, and when necessary assisting the person in charge in the last offices
- To participate in activities for the general leisure and social care of the SUs
- To remove and dispose of clinical and other domestic wastes and place in the appropriate containers for disposal
- To participate in the assessment and reviews of to assess the needs of each SU when requested
- To monitor the needs of each SU and report any change of needs to the Senior Care Assistant
- To be involved with other carers in establishing and formulating possible alternative methods of care to facilitate individual SUs needs when requested
- To encourage SUs to learn new skills, take up new interests and activities and maintain those they already have
- To seek to understand the emotional and personality problems among SUs and to work through such problems with the assistance of other professionals in group sessions where necessary
- To assist in various leisure activities outings where necessary

- To help SUs when necessary in casual shopping (but never proprietary drugs -see drugs policy) to assist SUs in selection of clothing
- To be fully aware of emergency fire exits and equipment
- To be able to use emergency equipment if necessary and be able to practice
- To know of and put into practice when required the drill for emergency evacuation in case of fire
- To report all accidents and incidents, however minor to the Nurse in charge
- To report defects in equipment to the management and comply at all times to the policies of the Home in relation to Health & Safety policy at work

Responsibility and accountability

- Your first point of contact is always the Senior Care Assistant on your floor
- Whilst on duty, you are accountable to the Senior Care Assistant and the Registered Nurse
- All Care Assistants are responsible for his/her own actions or inactions
- All staff must be in good health and must report to the Nurse in Charge any sickness, infections, diseases and other condition which may affect their work

Personal and Professional development

- To maintain knowledge of current trends in health care and in the profession.
- To participate as required in service user dependency studies and quality assurance programmes.
- To attend courses for your own professional development in your time and the time organised by the employer.
- To keep up to date with research and advances in nursing and to implement individualised nursing care.
- To comply with the statutory requirements of the Health and Safety at Work Act in attending fire and safety instruction.

Personal Attitude

- Persons selected for Care Assistant posts must have a genuine interest in caring for the elderly. Being practical, flexible, and hardworking would be an advantage.
- All care workers must be trustworthy, reliable and of good character.
- He/she should have the following characteristics;
- ✓ To show respect for the Individual SU at ALL times
- ✓ To maintain dignity, privacy and confidentiality of the SU
- ✓ Seek to establish and develop a relationship with the clients and encourage participation in the activities of the home and encourage interaction between SUs.
- ✓ You must take pride and care in your daily work.
- ✓ You must adhere to codes of dress set by the Home.

This job description is not exhaustive and will be subjected to periodic review and revision

