

PURPOSE

To provide personal care in a holistic manner by assisting, enabling, maintaining and looking after the general well-being of vulnerable people in the community, according to their assessed need, helping them to maintain their dignity and independence, and where necessary, provide support to their formal carers. There should be ongoing communication with all relevant professionals and a commitment to partnership working between Health, Social Work and other agencies in providing community care.

JOB ACTIVITIES

As a Home Carer for Highland Home Carers, you should be able to carry out all the following duties while always respecting the individuals you work with and behaving in a professional manner.

- To assist/enable service users with washing, bathing, personal hygiene, dressing, toileting, continence care and meal preparation.
- To assist/enable service users to acquire mobility skills and transferring safely e.g. from bed to chair.
- To assist/enable service users with cleaning, laundry, shopping and other household duties as required.
- To assist/enable and support service user to comply with their prescribed medication and to maintain records as required.
- To work in accordance with Care/Personal Plans through ongoing discussion with, and under direction of the Operational Manager and a variety of professional staff, and to assist with rehabilitative programs and promote independence by enabling, maintaining, improving and maximising the individuals functioning.
- Under the direction of professional staff and following required training, to assist service user in the administration of medication and areas of catheter care, stoma care, simple foot care, eating and swallowing to ensure safe oral intake and PEG feeding, in line with policies and guidelines.
- To observe, record and report any factors that may present risk or deterioration in the functioning of the service user.
- To ensure all records of care are written legibly and accurately.
- To work in accordance with company policies, health and safety guidelines and any other current legislation.
- To attend supervision and training, as required.
- To maintain confidentiality.
- To submit timesheets, expense claims and reports at times requested.
- To report any absence from work, planned or unplanned, as soon as possible to manager/coordinator.
- To provide cover for other support workers if they are absent from work.
- To be aware of risks and to work within our Health and Safety Policies.
- Any other duties deemed appropriate by senior members of staff.