



## CARE ASSISTANT JOB DESCRIPTION

**April 2024**

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**Accountable to:** Care Manager, Senior Care Practitioners and Senior Carers

### **Aim of Homes:**

To help Residents to enjoy life to the full, have peace of mind and a sense of security in familiar surroundings in their closing years. This is the Residents' home, and this must always be remembered.

### **Purpose of the position:**

To work as part of a care team. Providing a caring situation offering all physical and stimulating assistance, ensuring wellbeing and comfort to all Residents. Treating Residents as individuals and promoting independence.

At BBCH we pride ourselves in providing the highest standards of care in a clean, safe and stimulating environment. The care team is central to this as it ensures we provide a caring situation offering all physical and stimulating assistance, ensuring wellbeing and comfort to all Residents, treating Residents as individuals and promoting independence.

### **Care Assistant duties:**

Central to every member of staff's role is to assist the team in their duties, both within the care team as well as other members of staff. Specific duties within the care team include:

- Help Residents with daily living tasks, promoting independence and individuality.
- Be a keyworker to a name group of Residents.
- Assist Residents with personal hygiene requirements e.g. getting up and getting ready for bed, bathing, washing, dressing/undressing, nail care and assisting to and from the toilet.
- Give "Holistic Care" and carry out duties as instructed by Senior Staff or members of the Primary Health Care Team (GPs and Nurses), including:
  - Make and change beds.
  - Serve Residents, relatives and visitors with refreshments
  - Help serve at mealtimes.
  - Escort and support Residents to/from appointments.
  - Do daily routine jobs.
  - Participate in social activities for Residents which enhance their quality of life.
  - Help compile and maintain individual care plans.
  - Give care according to care plans.
  - Make sure your care notes on care plans are up to date.
  - Report urgent items at handovers.
  - Refer enquiries regarding Residents to Senior Staff



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- Maintain confidentiality at all times.
- Any other tasks the Senior staff may reasonably ask.

### **Personal:**

Your personal presentation is important, so we have summarised some key points:

- Take care of your appearance
- Wear uniform as required, flat suitable shoes, no jewellery (with exception of plain band rings), minimum make up may be worn, hair to be neat and tidy.
- Maintain a cheerful, professional and positive demeanour at all times when working with Residents.

### **We offer:**

- Enhanced hourly rate of time plus one half on weekends and bank holidays. Double time Christmas Day, Boxing Day and New Years Day
- A contributory pension plan with the Homes matching your 5% contribution with a 10% contribution.
- Free DBS check
- Free uniform
- Free meals on duty and paid breaks.