**Healthcare Assistant**

**JOB DESCRIPTION**

**Purpose and Accountabilities**

Have an understanding of the Health and Social Care Act 2008 and the updated version.

Involve in the delivery of quality care to the patients as prescribed by the individual care plan programme.

Supports and assist staff Nurse in the assessment, planning and implementation of patient care.

Assist in health promotion of continence as well as be aware and up to date of all mandatory training.

Undertaking routine tasks and activities as directed in their framework to facilitate the physical and wellbeing of all patients.

To provides practical support and care to patients according to their require assistance with personal care needs for example bathing, toileting activities etc. and to ensure such activities comply with procedure and the patients care needs.

Observe and monitor patient’s wellbeing, report to nurse in charge/manager/shift lead and documented as appropriate.

Maintain a good professional relationship with colleagues, patients and family. Also respond with courteous to visitor requests and enquiries according to the hospital/homes guideline.

Adhere to local policies and procedures.

Remember there is a limit to what you can do relating to professional boundaries, but you are encouraged to contribute ideas and suggestions, which lead to improvements in healthcare processes or therapeutic activities and events.

Maintain confidentiality in relation to the Data Protection Act 1998 and accurate patient’s record keeping in patients’ record. Complete daily report, fluid/meal charts, weight and temperature chart.

Interact with patients, staff, visitor, and over the telephone in a professional manner and maintain confidentiality at all time. Further do some activities with patients according to their capabilities and care needs.

Be alert with good observation skills, and the ability to deal with distressing circumstances in addition willingness to learn and develop.

Use the correct mobility aids provided for patients and ensure safe use of the equipment and report any defect.

To communicate effectively with clear information and relay details to others e.g. the manager, staff nurse and the shift lead

Understand the commitment to equal opportunity. Plus the willingness to learn and commitment to develop further skills by attending training programmes both in house and external training

To be sensitive to the special needs of the client group, be tolerant and resourceful in dealing with clients.

**Job description where applicable**

* Lead and support a variety of leisure activities, including trips out into the community, planned as appropriate for the individual resident.
* Take responsibility for the general well-being of clients including domestic and catering duties e.g. by preparing breakfast, lunch and dinner.
* If client is a student staff to assist in the monitoring, recording and assessment of the student (client) welfare/educational progress.

**PERSON SPECIFICATION**

To be read with the Job Description /Outline of this post

**Person Specification Categories: Assessment method is via application and interview**

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| 1. Equal Opportunities | 1. Job Related Knowledge, experience and skills |
| 1. Education/Qualification | 1. Personal Characteristic and Skills to perform the duties |
| 1. Other Qualities |  |
| Ensure your application details your skills, ability, knowledge, study or training, experience both in voluntary and paid work. | |

**This job description is intended to be a guide to duties rather than a definitive list, a successful applicant may also be required to undertake other duties reasonable to the grade as dictated by the needs of the service.**