|  |  |
| --- | --- |
| **Role Profile & Person Specification** | |
| **Job Title:** | Adult Care Worker |
| **Company:** | Access Your Care Ltd |
| **Reporting to:** | Staff Manager |
| **Responsible for:** | N/A |
| **Team:** | Domiciliary Care Team |
| **Main duties and key responsibilities** | |
| **Specific Duties**   * Provide sensitive care and support to ensure the well-being and dignity of clients and their families or carers. * Assist clients according to their personalised care plans, which may involve tasks such as bathing, dressing, oral care, eye care, catheter care, administering medication, and managing pressure areas. * Aid clients with mobility challenges or physical disabilities, including incontinence, by helping them use necessary equipment like hoists and assistive technology, following their individual care plans. * Collaborate and work with partners and professionals to provide a high-quality service to clients. * Recognise and respond to any potential harm to clients. * Adhere to appropriate infection prevention and control procedures. * Maintain accurate written records and reports in line with company policy. * Maintain strict confidentiality regarding client information, whether communicated verbally or in writing. * Be available and willing to perform any other tasks assigned by the line manager that are relevant to the role and client's needs. * Assist in the preparation, cooking, and serving of meals to meet the clients' daily requirements. * Fulfil domestic duties as needed to meet clients' needs.   **Other duties/responsibilities**   * To learn company policies and procedures and ensure these are followed continually throughout employment. * To understand and comply with both company and legislative requirements regarding confidentiality and data protection. * To understand CQC requirements ensuring that the highest standards of care are maintained at all times. * Follow relevant processes when documenting and recording any client information. * To undertake any other duties as reasonably requested by your Line Manager * Complete all mandatory training, regularly update skills, and stay informed about best practices. * Attend staff meetings as necessary and participate in supervision and annual appraisal meetings with your line manager. | |
| **Person Specification** | |
|  | |
| **Qualifications** | |
| Good level of general education | |
| NVQ or other professional qualification in Health and Social Care - desirable | |
| Ability to undertake compulsory induction training programme | |
| **Experience & Knowledge** | |
| An understanding of the health and social care sector and the provision of care in the community - desirable | |
| Ability and willingness to undertake personal care | |
| Previous experience in a similar role - desirable | |
| An understanding of person-centred care - desirable | |
| Understanding of respecting rights, dignity, privacy, equality & diversity | |
| **Skills & Abilities** | |
| Good level of written and spoken English | |
| Ability to report accurate and factual notes | |
| Ability to communicate clearly with clients, colleagues and other professionals | |
| Ability to work as part of a team and work co-operatively with clients and other professionals | |
| **Personal Qualities** | |
| Caring, compassionate and patient nature | |
| Self-motivated and willingness to learn | |
| Reliable and willing to work flexibly | |
| **Additional requirements** | |
| Full, valid driving license & access to a suitable vehicle | |
| Satisfactory Disclosure and Barring services clearance | |