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| **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.
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| **Person Specification** |
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| **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 |