



## **JOB DESCRIPTION**

### **SENIOR CARE ASSISTANT**

#### **Purpose of the role:**

To provide personal and practical care services to older people living in their own homes. This care to be delivered in a way that meets the person's assessed needs and preferences and respects their dignity, privacy and personal uniqueness.

To guide and support care workers to ensure the provision of high quality care which meets the required organisational and legislative requirements.

#### **Main duties and Responsibilities**

- To support and induct care workers to be able to work effectively with clients as detailed in care plans and document this process.
- To cover client calls at short notice and in emergencies.
- To carry out reviews and assessments for new and existing clients
- To complete all records as required to ensure the smooth running of the business and compliance with CQC Fundamental Standards
- To support with physical health needs.
- To support with prescribed medication.
- To support with emotional well-being.
- To ensure that at all times the service user is supported and encouraged to maintain independence and control.
- To keep accurate records and maintain the confidentiality of service user information.
- To ensure that changes or concerns relating to service users are reported to the manager
- To comply with organisational policies and procedures to ensure the safety and well being of service users and self.
- To work in partnership with other health care professionals, including GP's and District Nurses.
- To attend training, supervision and meetings as required for personal support and development.