

Job description:

Health Care Support Worker

This job description is not exhaustive and will be reviewed regularly to ensure that it meets the needs of the service

POSITION: Health Care Support Worker

LOCATION: Cottenham, Cambs

JOB TYPE: Permanent/Part time

SALARY: TBC

RESPONSIBLE TO:

Clinical Directors, Nurse Manager, Lead Nurse and Nurse in Charge

DUTIES AND REQUIREMENTS

Communication

- Effective Communicator
- Ability to communicate with Child and Young Person (CYP) using communication techniques to meet the CYP's unique needs.
- Ability to communicate with the family and a range of Health and other care professionals.
- Able to impart information and knowledge at an appropriate level to ensure safety and continuity of care.
- Maintain records of a care provided
- Complete care plans as necessary to ensure safe, individualised care.
- Ability to communicate relevant information in a timely and appropriate manner.
- Act as an advocate for the CYP and/or family when appropriate. Maintain confidentiality at all times.
- Demonstrate active listening skills.

Clinical Care Delivery

- Promote health and comfort and maintain privacy and dignity to promote quality of life.
- The ability to utilise techniques and intervention to promote the CYP's independence throughout the CYP's journey.
- Where appropriate support the learning of new staff.
- Deliver care and care activities in partnership with the wider therapy team.

Safeguarding

- Have a full understanding of the vulnerability of the CYP.
- To work within safeguarding policy.
- To report any concerns immediately to the nurse in charge.
- Identify and act in the CYP's best interests at all times.

Equality and Diversity

- To always act in a respectful and dignified manner whilst acknowledging diversity in culture, religion, sexuality and abilities.

Team Work

- To participate in effective teamwork.
- Respect the individuality of each colleague.

Business and service delivery

- Work effectively within the team to ensure a high quality and effective service.
- Demonstrate knowledge of company services and opportunities.
- To use company stock and consumables efficiently.

Clinical Governance

- Adherence to policies, procedures and guidelines within company practice.
- To report clinical incidents and complaints.
- Always act in a manner in which to promote health, safety and welfare of others.
- Recognise own strengths and limitations and seek advice when necessary.
- Awareness and adherence to disability right and legislation.

Education, Knowledge, Training and experience

- Participate in regular competency training and assessment.
- Identify training needs in conjunction with the nursing team.
- Attend training and regular updates as required.
- Ensure that mandatory training is kept up to date.

Management

- Management of time, prioritise requirements of role and ensure that requirements are met each shift.
- Ensure the boundaries of the role of health care support worker and CYP and their family are maintained.

Financial Management

- Maintain adequate stock levels and report when stock levels are low or order, as requested.

Research and Audit

- Understanding of the relevance of research and audit and participate as required.

Domestic Responsibilities

- To perform domestic duties in a safe and effective manner.
- These include preparation and provision of meals for the CYP, cleaning, washing, ironing and general housework

Regulations

- Act at all times in accordance with policies, procedures and guidelines.
- Always act to promote the best interest of the CYP and family.
- Adhere to regulations required for health and social care inspections.