

Care Worker Job Description



Form Code: RESJD_02

Authorised by: GM Residential Care

JOB TITLE: Care Worker
RESPONSIBLE TO: General Manager, Residential Care
DIRECT REPORT: N/A
EMPLOYMENT TYPE: Full-Time/Part-Time/Casual

Reporting to the General Manager, Residential Care (GM), and indirectly to the Clinical Nurse Coordinator (CNC), the Care Worker promotes the wellbeing of the Residents by assisting with medication management processes within the facility and by providing simple treatments and care to the Residents according to their individual assessed needs.

Management and Accountability:

- Delivers personal care within the philosophy of the organisation.
- Participates in the organisational Care worker credentialing program
- Administers Residents medication from sachets as per the facility medication management guidelines
- Reports any medication incidents as per the medication incident guidelines
- Conducts Resident treatments as per the treatment/dressing folder and in consultation with the RN
- Reports and reviews with RN any new wounds or post-operative wounds and or treatments
- Monitors that the health and social well-being of the residents is maintained to its optimum level.
- Maintains all documentation as required by the Department of Social Services.
- Maintains the Resident's environment and keeps it free from health and safety hazards.
- Communicates with residents and relatives in an appropriate manner allowing for language differences.
- Respects cultural differences.
- Maintains confidentiality at all times.
- Participates in activities designed to maintain or improve the quality of life for the residents.
- Recognises residents as individuals, and respect privacy, dignity and rights.
- Attends staff meetings and education sessions as planned and maintain up to date knowledge of policies, procedures and changes in the work environment.
- Ensures such self-education program as to guarantee a working knowledge of current trends and relevant practices.
- Reports changes in health status of the residents to the GM or CNC
- Participates actively towards continuous improvement and accreditation.
- Follows compliance within Rembrandt Living's policies and procedures including the code of conduct and Equal Employment Opportunities.
- Acquires and maintains work health and safety knowledge relevant to the workplace and understands all operations and associated hazards and risks
- Any other duties as requested by the GM, CNC or delegate.

Workplace Health & Safety

- In accordance with current legislation specific to your job role and responsibilities, all staff are required to become familiar with and work in accordance with the *Work Health and Safety Act 2012 (SA)*, *Return to Work Act 2014 (SA)*, and comply with all WHS responsibilities relevant to your role as outlined in Rembrandt Living's Work Health & Safety Policy.

Skills and Experience/Technical Know How/ Essential Requirements:

- Certificate III in Aged Care (desirable)
- Excellent communication skills
- Willingness to contribute to quality activities and continuous improvement programs.
- Motivated to evaluate own personal performance regularly, against short and long-term goals and objectives.
- Ability to function as an active team member within the work environment in accordance with the legislation affecting personal care practices.
- Current police clearance
- Annual Influenza and COVID Vaccinations