



# Castlebank Care Home

## JOB DESCRIPTION

The information provided in this Job Description is given to ensure that the post holder has the best opportunity of understanding what is required to be effective in the post. It is not intended to be prescriptive in every detail and it is expected that the nature of their position will mean that each post holder will be as positive and flexible as possible in using this as a framework.

<b>Job title:</b> Care Assistant	<b>Location/Department:</b> Castle Bank Care Home
<b>Accountable to:</b> Registered Manager/ Senior Care Assistants	<b>Responsible for:</b> Not Applicable

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

Sharing, along with other staff, to meet the personal care needs of clients in a way that respects the dignity of the individual and promotes independence as well as care of the clients' physical environment and in the general day-to-day activities of the home. Delegating responsibilities in the charge of the clients under your care to the appropriate level

### **Key Responsibilities:**

1. Assist clients who need help with dressing, undressing, bathing and toilet.
2. Help clients with mobility problems and other physical disabilities such as incontinence; help in the care and use of aids and personal equipment.
3. Help in the promotion of mental and physical activity of clients through talking to them, taking them out, sharing with them in activities such as reading, writing, hobbies and recreation.
4. Make and change beds; tidy rooms and do light cleaning.
5. Cook meals, serve meals; assist clients at meal times if required; wash up utensils.

6. Answer emergency bells, the door and the telephone; greet visitors.
7. Read and write reports in care plans.
8. Take part in staff and client meetings and also in training activities as required.
9. Assist a senior member of staff who has been assessed as competent with medication administration.