

Live In Care Assistant

Responsible to: Care Managers

Purpose: The role of a Live-in Care Assistant is to work with clients and as part of a team providing high quality care and support to clients on a 24 hour basis. Allowing the client to remain independent in their own homes, working in line with SweetTree Policy and Procedure and to meet and maintain CQC requirements.

Duties and responsibilities:

- To ensure that all duties directed by the Care Manager and detailed in the Care Plan are carried out in full.
- General housekeeping e.g. cooking, shopping, domestic duties etc., and helping Client's to maintain all aspects of their domestic lives
- Providing help with all aspects of personal care
- Facilitating socialization and social activities e.g. visiting family/friends, walks, cinema/theatre, meals out, going for a drive (where required), reading etc.
- Monitoring progress and recording notes on daily record sheets and completing Accident/Incident reporting forms when appropriate.
- Liaise with families or/and office team members to provide a consistent approach that meets the individual needs of each client

Staffs are expected to:

- Preserve independence & dignity of Client's as much as possible.
- Report any changes/issues concerning the client or the care being provided to the office team
- Observation of mental alertness and general physical condition
- Reading and abiding by the care plan set out by the assessor
- Supporting and understanding each individual clients needs
- Maintaining confidentiality and committing not to divulge information to third parties unless consent to share information has been given in writing
- To report back any areas of risk, not previously identified, to the care manager
- To attend and engage in regular supervisions, appraisals and performance review accepting and providing constructive feedback.