HIPPO CARE
Consultation & Compliance

JOB DESCRIPTION
HEALTHCARE ASSISTANT

POST	Healthcare Assistant
RESPONSIBLE TO	Registered Care Manager
ROLE	To provide practical, physical, social as well as emotional care to our clients in the convenience of their own homes. To provide and create a friendly atmosphere with clients enabling them to feel secure and independent. To ensure that all of Hippo Care policies and procedures are adhered to accountably to Hippo Care .

Responsibilities
This is only a general job description. Specific requirements of each individual assignment will be discussed before you formally accept the offer of an assignment as a carer.

Personal Care

- Washing, i.e. baths, showers, blanket baths using bath aids (e.g. bath chair, banana board, bath seat);
- Cleaning;
- Assisting with feeding; meal supplements to be given as prescribed;
- Shaving assistance;
- Mouth care – cleaning teeth/dentures/mouth;
- Dressing assistance;
- Bed making.

Emotional Care

- Ensuring that the client's mind is stimulated;
- Being considerate of the client's needs/interests/preferences.

Spiritual Needs

- Respecting the client's spiritual beliefs and cultural affiliations.

Moving & Handling

- Using equipment provided by clients who need assistance with movement, e.g. hoists, lifting belts, walking frames etc.

Health/Environmental Safety

- To report all concerns in relation to staffing and the running of the agency and clients' homes immediately to the manager, including potential hazards in equipment and buildings in accordance with Health and safety legislation and regulations;
- Using hoists, lifting belts, walking frames etc. in clients' homes;
- Ensuring that all items of equipment such as hoists, wheelchairs and walking aids are in working order;
- Not leaving items out which may cause a client to sustain any injury;
- Being mindful of all possible fire hazards and reducing the risk where necessary;
- Maintaining escape access at all times;
- Security, i.e. ensuring that doors and windows are locked as necessary.

Record Keeping

- Logging all visits and duties in the Client Daily Report;
- Ensuring that all entries are printed, signed and dated.

Communication

- Ensuring that all notes are clearly and neatly written to facilitate proper communication between staff and continuity of care to the client;
- To maintain performance of induction and supervision sessions to junior staff;
- To act as a role model to junior staff and act in a professional manner at all times;
- To maintain care plans which are written in accordance with assessed needs of clients;
- To provide support to the agency's managers and junior staff.

Medicine

- Administer medication
- Completing the medication chart in the client notes after assisting with medication;
- Reminding clients who medicate themselves when their medication is due.

Ideal

- Experience in care;
- Previous experience in working with clients in their own homes;
- NVQ/QCF Level 2 or above (or working towards NVQ/QCF Level 2).

Requirements

- Clear DBS check.