**Home Carer Job Description**

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**Job Description**

**Job Title:** Home Carer

**Accountable to:** Registered Manager/Senior Carer

**Hours of Work:** Monday – Sunday on a rota basis

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| **Job Purpose**  To deliver high quality person-centred care to clients to enable them to retain their independence and remain living in their homes.  **General Duties:**   * To assist the Registered Manager and Supervisors in the overall delivery of care services to clients and work under their direction and supervision. * To work to all organisational policies and procedures and standards required in order to provide high standards of care to clients. * To work to all relevant legislation and national standards, including the Care Quality Commission (CQC) Fundamental Standards. * To work effectively as part of a team and support all colleagues as required. * To ensure professional conduct observing the organisations Code of Conduct. * To protect the confidentiality of clients and the organisation.   **Care Duties:**   * To provide care and support to clients within their own home and in the community. * To directly provide assistance with personal care in accordance with the client’s care plans e.g. assistance with bathing, washing, dressing, using the toilet. * To support clients using trained moving and handling procedures and equipment. * To support clients with their medication once training has been undertaken and medication administration competency has been achieved. * To support clients with daily living tasks as stated in their care plan e.g. meal preparation, cleaning, laundry, shopping. * To support clients to access the community and take part in social events as directed in the care plan. e.g. support to attend appointments, support to go shopping or attend events. * To respond promptly to any emergencies e.g. medical emergencies. * To promote the dignity and privacy of clients. * To identify and report any concerns relating to clients health and wellbeing to the Registered Manager. * To write accurate daily reports of all care provided and relevant events and keep these up to date. * To contribute to developing and reviewing clients care plans and risk assessments. * To work with external agencies to ensure clients’ needs are met, including attending multi-agency meetings when required.   **Safeguarding Responsibilities:**   * To identify, respond and report all safeguarding concerns to the Registered Manager. * To report all concerns of below standard practice and cultural concerns to the Registered Manager. * To contribute to safeguarding enquiries and meetings as required.   **Health and Safety Responsibilities:**   * To work in a safe manner at all times maintaining your own and others safety. * To identify and report any health and safety concerns and potential risks to the Registered Manager. * To work within the scope of all Health and Safety Policies and Procedures. * To follow Infection Control Procedures, use Personal Protective Equipment (PPE) and ensure work areas are clean and maintained.   **Equality and Diversity:**   * To promote anti-discriminatory practice. * To support the equality, diversity and rights of clients and colleagues. * To respect the privacy, dignity, needs and beliefs of clients and colleagues, behaving in a manner which is non-judgmental. * To behave respectfully at all times to all clients, colleagues and others.   **Learning and Development:**   * To attend and participate in staff meetings as required. * To participate in all mandatory training required by the organisation as part of my employment. * To prepare for and participate in supervision meetings with my supervisor. * To prepare for and participate in an annual appraisal. * To take responsibility for own development, learning and performance. * To maintain a Personal Development Plan.   **Miscellaneous:**   * To carry out any other duties as reasonably required by a supervisor or a manager. |

**Staff Member Signature:**

**Date:**