



PBT SAFER CARE LTD
*Safer Space for
Better Outcomes*

Job Title:	Domiciliary Care Worker
Reporting to:	Supervisor or Manager

JOB DESCRIPTION

Summary of Role

The key purpose of the role is to provide high quality personal care for older people or people with disabilities whilst respecting their preferences and choices, enabling them to live in their own home as independently as possible.

Providing person-centred support, in response to each individual's needs and aspirations, will require the post holder to be flexible and responsive to change. The role involves working flexibly over 7 days, will involve evening work and possibly some nights.

The post holder will typically be carrying out multiple visits to people in their own home, geographically clustered to minimise travel. Travel time and mileage between visits will be paid.

The role of a domiciliary care worker also involves supporting each individual to take as much control in their life as possible, and to exercise their rights, responsibilities and obligations as citizens.

Main Responsibilities:

- Promote individuality, identity, rights, choice, privacy, independence, dignity, respect and partnership.
- Promote equal opportunities and challenge prejudice or discrimination; through formal and safeguarding procedures where appropriate.
- Ensure vulnerable people are safeguarded from abuse and to report any instances of alleged abuse which you witness or become aware of.
- To enable independence wherever possible and encourage motivation, to avoid dependency.
- To assist people to access mainstream and specialist services and agencies that promote their health and wellbeing.

- Provide support for people to access the community where this is part of the care and support plan.
- To support people with personal care as detailed in the care and support plan, using a person-centred approach and in the least intrusive way, which could include:
 - To assist people with getting up in the morning and going to bed at night.
 - To assist with washing, bathing and showering.
 - To assist with dressing and undressing.
 - To assist people with looking after their skin, teeth, hair and nails.
 - To assist with toileting, continence management and personal hygiene.
 - To assist people with their medication at the agreed level of support and as detailed in their medication care needs assessment.
 - To prepare food and drink, being aware of people's choice, likes/dislikes, nutritional needs and cultural requirements.
- Assisting with paperwork such as paying bills
- To provide light general household duties, including housework and laundry, as detailed in the care plan .
- Errands such as shopping
- Accompanying clients on Day trips
- Escorting clients to an activity or a medical appointment
- Chatting and engaging with relatives and providing care updates
- To use personal protective equipment as per PBT Safer Care guidance.
- To use manual handling equipment safely and correctly.
- Keep good records, communicate effectively and share information as appropriate whilst maintaining confidentiality and data protection requirements in line with PBT policies.

- Understand each person's preferred method of communication, demonstrating active listening and always encouraging their communication, for example through words, pictures, signing, technology or behaviour.
- Where people do not have capacity to make some decisions in their life you will offer support, guidance and advice that is in their best interest and follow the relevant processes under the Mental Capacity Act.
- To support people to maintain important relationships and their social networks.
- Be an effective team member, demonstrating flexibility and resourcefulness, and co-operate with colleagues and other people in the best interest of people you support.
- Work within PBT's policies and procedures.
- Comply with all aspects of statutory and local regulations in respect of Health, Safety and Environment.
- To attend or complete any face to face or online training as requested.

This list is not exhaustive and may vary between different types of support service.

Values

- Staff adhering to our Organisational Excellence-Values and Behaviours policy.

PBT Safer Care Ltd will:

- Ensure that you are equipped with the necessary skills and knowledge you need to undertake this role.
- Provide supervision, appraisal, team meetings, training and access to career development opportunities.

Offer additional training opportunities to enhance your career opportunities.

PERSON SPECIFICATION

Essential Criteria

- Passionate about making a difference in the life of older people and people with disabilities.
- Clear written and verbal communication style.
- Basic IT skills and numerical ability.
- To be willing to undertake required training, sometimes outside normal working hours.
- To be willing and able to drive between locations as required.
- To be available for flexible working patterns including evenings, weekends, sleep-ins and nights as required.

Desirable Criteria

- Experience of supporting people or of working in a social care setting.
- Social care qualification or equivalent.
- Clean driving license and access to own vehicle with full business use insurance.