Role Profile

**Post:** Health Care Assistant - Bank

**Responsible to**: Ward Manager

**Responsible for**: Delivery of hands on patient care under indirect/direct supervision of a qualified nurse

**Main purpose of job:** To deliver a range of patient care duties under the supervision of registered nurses providing basic patient care and providing physical, psychological and spiritual needs to people with life limiting illnesses.

**Responsibilities:**

**Principal Duties:**

* To assist in developing a caring, supportive and spiritual atmosphere for patients and their families.
* To maintain a high standard of patient care ensuring policies and procedures are adhered to.
* To provide individualised patient care under the direction and supervision of the registered nursing staff, reporting changes in patients conditions and needs as they occur.
* To develop skills in caring for patients with a life limiting illness and their families and carers.
* To support registered nurses in their role and work as a member of the nursing team.
* Participate in implementing care delegated by registered staff.
* To work alongside a multidisciplinary team.
* Maintain a safe, clean and secure environment for patients, their families, visitors and staff. Reporting incidents to the nurse in charge.
* Be fully aware and comply with all The Prince of Wales Hospice policies and procedures.
* Communicate information on patient care and related matters to the nurse in charge.
* Ensure correct use and due economy is made of equipment and resources.

**General Duties:**

* To participate in appropriate in-service training as and when required.
* Maintaining the strict confidentiality of all information.
* To support all volunteers utilised in your area and to develop effective working relationships.
* To take responsibility for being up to date with current policies and procedures and to adhere to these.
* Cooperating fully in the introduction of any new technology and new methods as appropriate.
* To promote at all times the Hospice philosophy and uphold its core values.
* Any other duties that may be reasonably requested.

*This Role Profile is not exhaustive. It will be subject to periodic review and may be amended following discussion between the post-holder and employer.*

Person Specification

Health Care Assistant - Bank

| ATTRIBUTES | ESSENTIAL | DESIRABLE | HOW IDENTIFIED |
| --- | --- | --- | --- |
| **QUALIFICATIONS/TRAINING**  Level 3 NVQ in a care related subject or equivalent | √ |  | Application Form |
| **SKILLS AND KNOWLEDGE**  Good communication skills (verbal, non-verbal and written)  Ability to motivate self and others and to work as part of a team | √  √ |  | Application Form/Interview  Interview |
| **EXPERIENCE**  Working either in a hospice setting or working with patients with life limiting illnesses  Able to demonstrate a flexible approach to work  Awareness of a life limiting illness other than cancer | √ | √  √ | Application Form/Interview  Interview/References  Interview |
| **PERSONAL ATTRIBUTES**  Possess good interpersonal skills  Ability to demonstrate a flexible approach to working practice to facilitate effective team working  Ability to adapt to fluctuating environments and complex situations | √  √  √ |  | Interview/References  Interview/References  Interview/References |