

Job Description

Position Title: Care Partner (Healthcare Aide)

Department: Healthcare

Reports To: Healthcare Director

Organizations Mission, Vision, and Values

Our purpose is to provide an affordable home with assisted living services allowing older adults to live in a safe, caring, and supportive environment while maintaining their dignity, independence and purpose. We strive to be a person-centered organization based on resident self-determination. Accordingly, the primary purpose of your job is to promote the health and well-being of all individuals living in the community and treat it as their home. It is essential that you have a genuine interest in being a contributing member of a team that cares for and works with older adults. A critical function associated with your position is the daily enactment of person-centered care values by treating everyone with dignity, respect, courtesy, compassion and care.

Position Summary:

The Care Partner plays a key role as a member of the comprehensive interdisciplinary healthcare team that works closely with individuals, families, and others. Your primary objective is to provide person-centered care to, advocate for, individuals living in the community to the full extent of your training. The primary purpose of your job position is to assist the residents with all activities of daily living. The Care Partner works with the rest of the interdisciplinary team to ensure the residents are receiving the services they need. Services are provided in accordance with the individual's assessment, personal preferences, care plan goals, and as directed by your Supervisor within the guidelines of established policies, procedures, and practices.

Key Duties and Responsibilities:

Leadership

- Accurately and safely assist our residents with their activity of daily living as per service plan and provide person-centered care by carrying out duties under the supervision of the team leader.

Psychosocial Support

- Continually seek opportunities to meet individual's psychosocial needs during activities of daily living.
- Observe and recognize that behavior is communication for those who cannot communicate properly.
- Encourage individual involvement in the activities of the community.

Individualized Care

- Support individuals to be as independent as possible with self-care and provide care as per service plan for those unable to care for their own needs, including bathing, dressing, toileting, eating, ambulation, escort, etc.

- Attend to all individual's personal care needs, including but not limited to grooming, hygiene, nourishment, hydration, mobility and elimination in a manner that keeps individuals safe and free from injury.
- Answer all requests for assistance promptly and observe and report individuals who are unable to call for help independently.
- Assist with meal time activities in a manner that honors resident preferences and needs.
- Ensure comfort and freedom from injury.
- Encourage the residents to engage in the activities in which they are interested.
- Consult all individuals about their preferences for continence care and ensure supplies are used appropriately.
- Ensure that individual's personal belongings are identified and not lost.
- Offer and provide preferred between meals and bedtime snacks, and check rooms for remaining food articles (i.e., food in proper container, unauthorized food items, etc.).
- Demonstrate commitment to improving quality of care by attending trainings.
- Perform assigned tasks in accordance with department procedures to the extent of your training and certification.

Collaboration

- Maintain an open communication with all members of the multi-disciplinary team to ensure that individual's preferences are honored.
- Actively participate in inspections made by authorized government.
- Participate in events and activities of the organization.

Documentation

- Document time of service in service list.
- Report when an individual is involved in an incident and complete proper documentation.
- Make written and oral reports/recommendations to the Team Leader concerning the individual's wellbeing.
- Notice and report discrete physical and emotional changes to the Team Leader.
- Observe individuals closely, identifying needs and conditions at first indication, and report immediately to team leader.
- Receive and document complaints and grievance as per company's grievance procedure.

Education / Improvement

- High School Diploma or GED.
- Home Health Aide/Certified Nursing Assistant certification.
- Demonstrate commitment in improving quality of care by attending seminars, reading professional publications, and participating in committees.
- Participate in continuing education opportunities.
- Participate in educational programs that provide information on person centered care, engagement, team work and leadership, and care services.

Employment Requirements:

- Bilingual English & Spanish (verbal and written)
- Computer Skills
- Leadership and Decision-Making Skills
- Creative Skills
- Up to date In-services

Team members assuming this position are expected to adhere to and advance the vision, mission, values and principles of this community. Job description is subject to annual review and updated as necessary. Management reserves the right to change job responsibilities, duties and hours as needs prevail. This document is for management communication only and not intended to imply a written or implied contract of employment.

I _____ have read the above job description, possess the required skills, and fully understand the essential functions and conditions set forth therein regarding the job of Care Partner at Residential Plaza at Blue Lagoon. I agree to perform these duties to the best of my ability.

Signature

Date

This job description has been approved by all levels of management:

Supervisor: _____

Date: _____

HR: _____

Date: _____