

## **Job Description (BS/DJ)**

**Job Description:** Bank Support Worker

**Responsible To:** Case Manager Denise Jones/Client's Wife

### **Job Summary:**

To work with our client as a complex support worker in a rehabilitation and support role, enabling the client to lead as fulfilling a life as possible, maximising their physical and psychological wellbeing and safety at all times giving help and assistance with all activities of daily living.

### **Requirements:**

We are looking to employ a Bank Support Worker.

Our client requires an experienced support worker with knowledge of brain injury and complex care needs.

Genuine caring profile with ability to learn and implement prescribed therapy following training and assessment in regard to competence and confidence. This will include suctioning, PEG feeding and all care, administration of medication and being able to obtain observations and record appropriately, reporting any deviations from the norm to the client's wife. Our client requires hoisting and full pressure area care. A very high standard of care and documentation is essential. You must be able to attend induction shifts, arranged with you and attend all training before you are able to commence a part time contract. This is flexible timings where possible for your training and we can work this around a current post.

It is helpful, but not essential if you hold a full driving licence.

Ability to work using IT for email and support worker documentation.

Must be willing to work alongside client's wife and family and work to gold standards of care.

### **Key Goals:**

- (1) To adhere to care plans and work within health professional guidelines.
- (2) To work on a physiotherapy programme once training is completed.
- (3) Respect the need for confidentiality when the client or his family need to speak about sensitive issues.
- (4) Enable the client to make choices whenever possible.
- (5) Read and keep updated with all CCMS policies and procedures.

### **Aids to Daily Living:**

- (1) Assist the client in all aspects of personal care and also assist with continence needs.
- (2) To manage suction needs once trained.
- (3) To provide peg feeding and medication once trained.
- (4) To ensure 4 hourly turns and management of pressure area care reporting any concerns.
- (5) To support the client with assisted breathing night mask at night.
- (6) To change convene at night and monitor urine output.
- (7) To support with bowel management care.
- (8) Keep accurate record of care and support logs.
- (9) Complete required nightly care observations.  
Check all equipment is in safe working order.
- (10) Replace stock as required.
- (11) Ensure the clients living space is kept clean and tidy at all times.

### **Pay Monthly:**

A form will be forwarded to you for completion regarding details required. Hours will be collected on order to be sent to payroll before the last Friday of every month. You will be paid by cheque/BACS for the 1<sup>st</sup> of each month.

### **Contract:**

There will be a three-month probationary period with a formal appraisal three months thereafter. Initially a letter of appointment will be sent detailing holiday entitlement and hourly rates.

### **Liaison:**

All support workers must attend meeting with the case manager and client's wife and these meetings will not be more frequently than monthly. You will receive payment for any meetings, online and bespoke training or therapy session you attend whilst not on

duty. All support workers are expected to undergo a full induction and must make themselves available to attend this induction and training.

Part of your role is to carry out any reasonable request.

Please acknowledge that you have received the Support Worker Job Description outlining the responsibilities of a Support Worker which will be discussed in more detail as part of your training.

Signed .....

Date .....