

JOB DESCRIPTION – CHILDRENS SUPPORT WORKER (JBO/DJ)

Job Description: Children's Support Worker

Responsible To: Case Manager

Employed By: Longden, Walker and Renney Solicitors on behalf of JBo

The responsibilities of the Support Worker

- To provide assistance with all of the client's care requirements including personal care, continence care, dressing/undressing and night care needs.
- To administer medication as prescribed and to maintain associated medication records.
- To prepare/supervise with his feeding regime.
- To be able to suction once training is completed.
- To promote the client's well-being and happiness.
- To provide physiotherapy exercise and positioning as recommended by physiotherapist. Training will be provided.
- To provide assistance with all aspects of the client's ongoing rehabilitation under the supervision of treating therapists.
- To ensure the client's skin integrity is maintained, as he is vulnerable to skin breakdown.
- To monitor for complications of chest infection, etc and to administer any procedures as necessary (subject to appropriate training and supervision).
- To maintain a safe environment for the client and generally in the home and in all community-based activities (subject to training in risk assessment).
- To follow the care plan agreed with the parents and Case Manager.
- To be responsible for domestic chores if required by the parents linked with the client's overall care. These will include laundry, ironing and cleaning, and any additional tasks in the interests of providing a safe, clean and efficient environment.
- To advise the family, or where appropriate the Case Manager of any concerns regarding the client's physical and psychological health.
- To use initiative when unforeseen events occur and the family/Case Manager are not directly available to provide guidance.
- To work as a member of a small team responsible to the Case Manager and to ensure good communication, flexibility, and a consistent approach to care.
- To attend Support Worker meetings and training sessions as requested.
- To make a daily report following each duty regarding the client's welfare.
- To liaise with Case Manager for annual leave requests and alerting the Case Manager of sickness that will prevent them working, in order that a replacement can be organised.
- To liaise with the Case Manager about general progress and regarding all incidents that are either unusual or which give raise for concern.

- To respect the privacy of the client. All matters relating to the client’s situation and family are to be treated as confidential and are not to be disclosed to a third party.
- You need to be willing to be flexible and work to a rota.
- To adhere to Covid-19 guidelines and risk assessment. Full PPE is provided.

This is by no means an exhaustive list and there are other areas, which will become apparent as time goes by.

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.

*Please note: Community Case Management Services Ltd are not the Employer nor should we be referred to as such.

Signed

Date