



Position Description

Position Title:	Caregiver
Responsible To:	Area Supervisor

Purpose of the Position

To assist in the delivery of quality care/support to clients with spinal or traumatic brain injury.

Nature and Scope of Responsibilities

Service Delivery

- The caregiver provides care/support to the client in the clients own home. The day to day activities are determined by the service care plan. The duties may include but are not limited to: personal care, complex bowel and bladder management, behaviour management, household tasks, community activities, driving client's vehicle, operate and care for client's equipment, exercise routines, support with medication and at all times supporting the client with rehabilitation activities.
- The caregiver is to work in a way that supports clients' rights as set out by the Code of Health and Disability Services.
- The caregiver encourages client's involvement in managing their own care and support needs.
- The Caregiver encourages and supports the clients to become independent as possible, to develop skills and interests and inclusion in the community.
- The Caregiver delivers support/care to the client that is guided and meets agency policy and procedure requirements.
- The Caregiver will perform duties that are reasonably required and work under the guidance of the Area Supervisor at all times.

Communication

- Caregiver to communicate and report (diary) openly and effectively to the client, Area Supervisor and other team members.
- To identify/communicate problems to the Area Supervisor e.g. staff cover, ordering consumables, equipment problems.
- The caregiver will maintain the Privacy and Confidentiality of client information at all times.

Health and Safety

- To participate in and comply with the requirement of Health and Safety and Employment Act 1992 and associated Mclsaac Health and Safety systems e.g. Incident/Accident/Hazard Forms, infection control guidelines.

Personal Professional Development

- Participate in compulsory training given by Mclsaac Caregiving Agency.



- Identify any learning needs and participate in performance reviews annually.

Specific Skills and Experience Required

- To maintain a full clean drivers license and where require, an ability to drive manual and automatic vehicles.
- Preferred experience in health care but not essential.
- Ability to be flexible with hours of work and duties.
- Honest and respects client privacy and confidentiality.
- Organised and efficient.
- Good verbal and written communication skills.
- High standard of personal hygiene.
- Maintains a clear police check and advises Area Supervisor of any change of status.
- Has at least two verbal reference checks.
- Maintains a current First Aid Certificate.

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