

UPMC Beacon Hospital**Job Description**

Job Title	Health Care Assistant
Department	
Reports to	Clinical Nurse Manager
Date	

Overall Purpose of Job

We will provide exceptional patient care in an environment where quality, respect, caring and compassion are at the centre of all we do.

The Health Care Assistant's role is to provide technical assistance and supportive patient care to meet the needs of individual patients throughout assigned areas.

Key Responsibilities and Deliverables

- Collects, reports, and documents data: Vital signs, height and weight, intake and output, pulse oximetry, and collects specimens.
- Assists with patient activities and care as assigned by the charge nurse/designee as indicated by the patient's plan of care.
- Provides for patients' personal hygiene: Bathes patients, performs oral suctioning and superficial wound care, assists with chronic wound care, provides skin care for patient with TED hose, SCD, casts, skeletal pins, assists with elimination, cares for the incontinent patient, cares for the patient with a urinary catheter, assists or gives cleansing enemas, sitz baths, non-sterile douches, and provides ostomy care.
- Assists with feeding.
- Ambulates, positions, and turns patients and cares for the patient with altered mobility.
- Assists with patient safety related to age and condition: Assists with patient restraints, assists with patient specific safety precautions, collects, reports and documents data related to patient needs/emergencies and usual patient and family behaviour, and cares for the patient from a correctional environment
- Maintains patient privacy and confidentiality of information and records at all times.
- Provides and maintains a clean, safe environment and performs and/or assists others to perform proper aseptic technique, isolation procedures, and infection control measures
- Maintains patient care areas with appropriate supplies.
- Assists with patient requests for other hospital services.
- Adheres to internal controls established for the department.
- Performs other related duties as required.
- May be required to be on standby and work extended shifts in situations deemed necessary by a

designated Director of Nursing.

Person Specification

Qualifications	<ul style="list-style-type: none"> • Leaving Certificate or equivalent. • Completion of an approved course for health care assistants preferred.
Experience (Amount and Type)	<ul style="list-style-type: none"> • Previous Health Care experience preferred.
Job Specific Competencies and Knowledge	<ul style="list-style-type: none"> • Communications • Integrity and ethical stance • Evidence of problem solving. Good organisation and planning ability • Personal development • Resilience and composure, sustained personal commitment. • Flexibility in hours of work and rotation to night duty.
Personal Competencies	<ul style="list-style-type: none"> • All posts in Beacon Hospital require a high level of flexibility to ensure the delivery of an effective and efficient service. Therefore, the post holder will be required to demonstrate flexibility as and when required by their manager of hospital management.

This job description is intended to be an outline of the areas of responsibility and deliverables at the time of its writing. As the Hospital and the post holder develop, this job description may be subject to review in light of the changing needs of the Hospital.

Job Description received by employee

Signature

Date