

Job Description: Personal Support Worker

Pinecrest Nursing Home

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Subject: Personal Support Worker

Position Summary

A Personal Support Worker performs acts requiring substantial knowledge, skill and judgment acquired through completion of an approved program. Under the direction of the Director of Care and Registered Nursing Staff and in co-operation with the Multidisciplinary Team, the Personal Support Worker will assist the Residents with their Activities of Daily Living as outlined in the Resident's Plan of Care.

Major Duties and Responsibilities:

- Follow the Policies and Procedures of Pinecrest Nursing Home
- Deliver effective and efficient care under the direction of the Registered Staff that promotes Resident/ family choice and acknowledges the Resident's strengths, limitations as well as their need for safety and the safety of other Residents/ family and staff.
- Supervise, assist and provide care to Residents according to their plan of care
- Assist Residents to maintain good personal hygiene
- Assist Residents in their Activities of Daily Living
- Assist in implementing and maintaining a healthy and safe environment
- Assist with serving meals, feeding and providing nourishments and supplements.
- Assist the Resident with ambulation, mobilization and transferring using assistive devices as required
- Responds to any Resident in need regarding call bells, bed/ chair alarms, and assisting any employee in need of help
- Under the direction of Registered Staff applies treatment creams to Residents as ordered
- Assists the Resident to maximize their abilities by promoting independence
- Assist with elimination and toileting
- Assist Residents with Nursing Restorative Programs if part of their plan of care
- Demonstrate an understanding of Resident needs
- Provide cognitive, social, emotional and psychological support to the Resident and family
- Establish a relationship with the Resident and family which transmits trust and confidentiality
- Maintain confidentiality of Resident information
- Utilize effective communication skills both verbal and non verbal
- Utilize effective observation and organizational skills and report accurately
- Document objectivity, report information in a timely manner and follow directions
- Complete documentation on POC as assigned
- Identify conditions/ situations which require assistance and report to the Registered Staff
- Demonstrate ability to plan work load assignment according to plan of care and Resident preferences
- Report to Registered staff if unable to carry out the plan of care
- Work with the interdisciplinary care team
- Attempt to promote Resident's mental alertness through involvement in activities of interest
- Keep the environment clean and tidy for the Residents to ensure safety. Ensure neatness of the Resident's room, furniture, clothing closets, mobility devices, tub/ washrooms, utility rooms
- Participate in multidisciplinary care conferences, staff meetings
- Participate in continuing education, relevant to LTC, to ensure skills and abilities are maintained and enhanced. ie educational in services

- Participate in continuous quality improvement, using supplies in a cost efficient manner as per product guidelines, offering suggestions regarding resource allocation.
- Protect own health and health of others by adopting safe work practices, reporting unsafe conditions immediately, and attending all relevant inservices regarding occupational health and safety.

Resident Health and Safety

Adhere to Pinecrest Nursing Home Resident safety procedures including verification and checking procedures as well as infection control and prevention procedures. Maintain open lines of communication with Residents, family members, supervisor and fellow staff to maintain highest quality level for resident safety. Report Resident safety incidents and suggest improvements to supervisor.

Staff Health and Safety

Adhere to Occupational Health and Safety Act and Pinecrest policies and procedures including wearing of the required personal protective equipment. Report all hazards, incidents or hazardous conditions to immediate supervisor. Attend and participate in required health and safety training.

Attendance Statement

Regular and reliable attendance is required of every employee of Pinecrest Nursing Home. Each staff is responsible for maintaining a safe and healthy lifestyle to support the highest level of attendance at work. Any absence from work will be reported immediately.

Requirements

- Current PSW certificate
- Available to work days, evenings, nights and weekends
- Able to work independently as well as part of a team
- Well developed interpersonal skills
- Cheerful, tactful, courteous and pleasant
- Excellent Organizational skills
- Effective problem-solving and conflict management skills
- A demonstrated appreciation for quality improvement processes
- Basic computer skills
- Reliable means of transportation
- Ability to perform tasks in this physically demanding position that requires hand, arm and shoulder dexterity, sensory ability, lifting to a maximum of approximately fifty-five (55) pounds, walking, bending, reaching and frequent movement

The foregoing description reflects the general duties necessary to describe the principal functions of the job identified and shall not be construed to be all of the work requirements that may be inherent in this position.

Apply to Shelly Griffin, Director of Care

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