

SUPERIOR HEALTH SUPPORT SYSTEMS

POSITION: AFC Resident Care Aide

OBJECTIVE: To deliver quality assisted living services focused on Residents' individual capabilities while promoting Superior Health Support System's Mission and Vision Statement.

HIRING FOR Various shifts

- MUST BE CPR / FIRST AIDE CERTIFIED
- Able to work a flexible schedule including all shifts, weekends and holidays
- Able to work independently with minimal supervision
- Must have a work history proving dependability and punctuality
- Must have a compassionate and caring demeanor along with a calm and comfortable approach with Residents, other staff, families, and volunteers
- Able to kneel, bend, squat and lift a **minimum** of 50 pounds and stand for long periods of time.
- Upon completion of Safe Medication Administration Training be able to safely administer medication as ordered by Physician
- Perform all areas of Resident Care
- Able to document in a clear and concise manner
- Able to perform all areas of housekeeping including but not limited to: dishes, laundry, vacuuming and washing all floors, cleaning all bathrooms, dusting and everyday clean up.
- Able to prepare healthy meals, follow recipes, and monitor food inventory.

Summary:

Direct Care Staff provide personal care and ensure safety to Residents with cognitive and/or physical disabilities in a home setting. Duties include but are not limited to: assisting residents with personal hygiene, daily living activities, documenting behavior and assisting with medications, preparing/serving meals for all residents, and housekeeping. These services will be provided to elderly with moderate to severe Alzheimer's Disease, Dementia, aged and/or developmentally disabled.

The Resident Care Aide is responsible for implementation of Service Plans for each individual Resident.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

Other duties may be assigned.

- Assists in providing care as directed by Resident's Service Plans; such as bathing, dressing, toileting, eating, etc. including catheter care, colostomy care, repositioning in bed, wound care as directed, walking,
- Converses with residents to reinforce positive behaviors and promote social interaction.
- Prepares/serves meals for all residents.
- Observes and documents residents' behaviors
- Administer all daily medications as prescribed by a doctor.

- Performs all duties for housekeeping: laundry, dishes, washing bathrooms etc.(follow cleaning list)
- Follows all Policies and Procedures provided by the Superior Health Support Systems Board.

EDUCATION/BACKGROUND/EXPERIENCE:

- First aid/CPR certification required at AFC Homes before start date
- Preference given to those candidates with knowledge of Dementia, Alzheimer's, mental illness and other disabilities.
- High School Diploma or GED.
- C.N.A. certification desired but not required.
- Must be able to pass Background check.
- Tuberculosis test administered and must be negative before start date.

NECESSARY SKILLS/ATTRIBUTES:

- Ability to communicate, write and prepare complete, concise and clear reports.
- Ability to perform housekeeping duties.
- Ability to intervene during crisis situations.
- Adequate vision and hearing to be able to supervise clients as required.
- Ability to remain awake, aware and alert during working hours and work independently.
- Dependable; reliable transportation; schedule may change without immediate notice.
- Self-Motivated, Honest and Committed to the daily care and quality of life for the Residents.

PHYSICAL/MENTAL DEMANDS AND WORKING CONDITIONS:

- Working conditions are normal for a home health care environment.
- Work may require ongoing weekend and evening work.
- Work requires ongoing interaction with moderate to severe cognitively disabled clients.
- Work can require frequent walking, standing, bending and lifting up to the weight of an adult.

WORK CONTACT GROUP:

All employees, residents, families, visitors, and community members.

SUPERVISED BY:

CEO, Manager, Director of Nursing, SHSS Board of Directors