



Job Description

Directorate	People
Service	Padgate House Intermediate Care

Post details	
Job title	Care Assistant
Grade	5
Location of work	Padgate House
Directly responsible to	Registered Manager
Directly responsible for	Provision of Care to meet assessed individual need.
Hours of duty	Rota over 7 days
Primary purpose and scope of the job	
To provide care and support to service users who require a short period of rehabilitation and re-enablement. To maximise independence and assist in identifying longer terms needs for service users living in their own homes on site. To have individual responsibility in accordance with the practices and procedures of the Council for the personal needs of the service users in line with legislation	
Working Relationships	
See tasks 6,7,8,9,10	

Key Tasks and Responsibilities

1. Enable and assist with personal care, including bathing, showering where appropriate and general activities of daily living.
2. Enable and assist service users with their needs including preparation of food laundry and domestic support.
3. To undertake such procedures as continence management and other such tasks as required, following appropriate training.
4. To work with service users to build confidence and continue with planned programme of rehabilitation and re-enablement.
5. To contribute to the moving and handling of individuals to maximise their physical comfort, in line with the Council's moving and handling policy.
6. To work alongside other professionals as required enabling service users to maximise and maintain their independence.
7. To give feedback on service users progress through a process of continual assessment to determine service users ongoing needs to other professionals in a variety of settings.
8. To provide general support to service users as part of a multi-disciplinary team, liaising with other services as necessary.
9. To attend regular team meetings/supervisions with manager's and nurses.
10. To liaise and work alongside colleagues, other agencies, main carers and service users' families in the interest of the service user.
11. To contribute to the protection of individuals who are at risk from abuse.
12. To respect service user's dignity, privacy, choice and diversity, adhering to equal opportunities policy and ensure all practices are anti-discriminatory.
13. To require and ensure all information received and disseminated, whether verbal or written, concerning employees, prospective employees or service users is treated in the strictest confidence and that all such information held is regulated and controlled in a similar manner.
14. To act at all times with due regard to the Council's Health and Safety #policies and related Codes of Practice.
15. To conduct oneself in a professional manner and to work to the highest standards in line with those set by the Intermediate Care Service, legislation and Care Quality Commission.
16. To participate in relevant training sessions including formal national qualifications as appropriate.

Review Arrangements

The details contained in this job description reflect the content of the job at the date it was prepared; however, it is inevitable that over time, the nature of the jobs may change. Existing duties may no longer be required, and other duties may be gained without changing the general nature of the post or the level of responsibility entailed. Consequently, the Council will expect to revise this job description from time to time and will consult with the post holder at the appropriate time.

Prepared / Revised By	Elaine Miller
Role	Registered Manager
Date	12/02/2025