



**Job Title:  
Healthcare Assistant**

<b>Job Title:</b>	<b>Healthcare Assistant</b>
<b>Type of Contracts:</b>	<b>Permanent</b>
<b>Hours of Work</b>	<b>37.5 hours per week Day Duty/36 Hours @ Night Duty</b>
<b>Location</b>	<b>Kiltegan</b>
<b>Reporting To</b>	Clinical Nurse Manager/Nurse Manager or suitably nominated person.
<b>Purpose of Role</b>	To deliver a high standard of care to member's and to perform associated duties. The care assistant will work with the Registered Staff Nurse or fellow Care Assistant as appropriate. The working relationship should be built on: Respect, Open Communication and Trust.
<b>Duties of Position</b>	<p><i>The Health Care Assistant will:</i></p> <ul style="list-style-type: none"> <li>• Assist in delivering a high standard of holistic care to members, always promoting their equality and dignity.</li> <li>• Carry out assigned and delegated tasks involving direct care and all activities of daily living under the direction and supervision of Nurse Manager or suitably nominated staff member e.g., washing, toileting, dressing, undressing, dining, and all other aspects of daily living.</li> <li>• Act as the named carer for specific members as allocated by Nurse Manager or suitably nominated person.</li> <li>• Respect the privacy and dignity of all members and promote their independence.</li> <li>• Ensure all member's living areas and bedrooms are left neat and presentable for members and visitors of St. Patrick's Missionary Society.</li> <li>• Contribute to the moving and treatment of members to maximise physical comfort, utilising manual handling techniques.</li> <li>• Provide particular attention to members who have limited mobility.</li> <li>• Provide appropriate intimate care for members in accordance with their care plans and in accordance to the Society home's intimate care policy and procedure.</li> <li>• Observe care plans and alert nurses regarding any changes in the physical and mental state of the members.</li> <li>• Report immediately any incident or potential incident which may compromise the health and safety of members or visitors.</li> <li>• Contribute to maintaining a safe environment for the members, staff, and visitors to the Care Unit.</li> <li>• Communicate with all members and their relatives/representatives. Ensure that all are made feel welcome and offered refreshments.</li> <li>• Know all members by name.</li> <li>• Assist in the delivery of palliative and end of life care.</li> <li>• Answer the call bell promptly.</li> <li>• Contribute to the serving of member meals, assisting members to eat and drink as necessary.</li> <li>• Escort members when required to travel externally.</li> </ul>



	<ul style="list-style-type: none"> <li>• Comply with all policies and procedures relevant to the job role including those that incorporate health and safety, infection control and waste disposal.</li> <li>• Attend staff meetings when required by the Nurse Manager/Practice Development Manager or as directed by the Management team.</li> <li>• Be willing to undertake further training as recognised to support the role of the HCA.</li> <li>• Undertake such other duties as may be assigned from time to time by the Nurse Manager.</li> <li>• Be aware of the confidential nature of the work and in particular, the right of members to confidentiality. To this end you will not discuss workings of St. Patrick’s Missionary Society or its members with people outside St. Patrick’s Missionary Society.</li> <li>• The foregoing should not be considered exhaustive.</li> </ul> <p><i>Be responsible for the following in relation to Infection Prevention and Control:</i></p> <ul style="list-style-type: none"> <li>• Adhere to the World Health Organization’s (WHO’s) ‘five moments of hand hygiene’ principles or emerging best practice and relevant national guidance.</li> <li>• Apply appropriate PPE in accordance with St. Patrick’s Missionary Society applicable policies and procedures.</li> <li>• Report any incident, injury or near miss agent to the appropriate person. Ensure they are aware of how and to whom to report any accidents or incidents to.</li> <li>• Report to their Line Manager any signs or symptoms of infection in individuals or groups of people or members to facilitate prevention, early detection and control the spread of infection.</li> <li>• Escalate any identified risks that cannot be adequately addressed personally to those with operational managerial responsibility to actively address the risks.</li> <li>• Seek advice, including advice from senior colleagues on any aspects of infection prevention and control practice.</li> <li>• Ensure Healthcare Assistants are trained and competent in and adhere to Standard Precautions or transmission-based precautions as appropriate.</li> <li>• Provide feedback to the Infection Prevention and Control Link Practitioner to identify and propose areas for improvement in infection prevention and control.</li> <li>• Ensure Healthcare Assistants receive suitable and sufficient education and training in infection prevention and control practice in line with the National Core Infection Prevention and Control Knowledge and Skills framework.</li> </ul>
<p><b>Qualifications And/or Experience</b></p>	<p><b>Essential</b></p> <ul style="list-style-type: none"> <li>• All staff to have completed education to Leaving Cert level and/or equivalent Level 5 in a relevant qualification ie Health Care Skills/Health Care Support</li> <li>• Knowledge of Residential Care legislation and standards including</li> <li>• S.I.No. 415 of 2013 Health Act 2007 (Care and Welfare of Residents in Designated Centres for Older People) Regulations 2013 and,</li> <li>• HIQA’s National Standards for Residential Care Settings for Older People in Ireland (2016), and others as applicable</li> <li>• HIQA’s National Standards for infection prevention and control in community services (2018)</li> <li>• Demonstrate sound knowledge of older people.</li> <li>• Previous experience in care of the elderly</li> <li>• Good IT &amp; literacy skills</li> </ul>



<b>Core Aptitudes</b>	<ul style="list-style-type: none"><li>• Act as a good role model</li><li>• Be of the caring nature, sympathetic to the needs of all the members</li><li>• Have good communication and interpersonal skills.</li></ul>
<b>Miscellaneous Information</b>	<p>The above duties are not intended to be a comprehensive list of all duties involved. The candidate appointed may be required to perform other duties as appropriate to the post which may be assigned to him/her and to contribute to the development of the position.</p> <p>St Patrick's Missionary Society is an inclusive employer.</p>
<b>How to Apply</b>	<p>Closing date for receipt of applications is by close of business on Thursday 17<sup>th</sup> April 2025. For informal enquiries please contact Clinical Nurse Manager on 059 6484444.</p> <p>Interested candidates should send a cv and short covering letter by email to <a href="mailto:hrmanager@spms.ie">hrmanager@spms.ie</a></p>