

Job Description

Domiciliary Healthcare Assistant

1. Job Purpose

To be an effective member of our clinical team to ensure the provision of high-level domiciliary care across the organisational footprint.

2. Key Tasks

- Support personal care needs such as bathing, dressing, grooming, and toileting, while maintaining dignity and hygiene.
- Assist with medication by reminding or administering prescribed treatments, following proper training and protocols.
- Prepare and serve meals tailored to individual dietary needs and preferences, ensuring nutritional balance.
- Carry out light household tasks like cleaning, laundry, and tidying to maintain a safe and comfortable living environment.
- Support with shopping and errands, including creating shopping lists, purchasing groceries, and ensuring clients have essential household items.
- Help with mobility and transfers, using appropriate aids and techniques to ensure client safety and independence, in line with NYHC training.
- Provide companionship and emotional support, engaging in conversation and activities to reduce isolation.
- Keep accurate records and documentation, including daily logs, care notes, and incident reports, in line with legal and organisational standards.
- To follow all infection prevention and control policies, procedures and guidelines.
- To support new members of the team across the organisation in their induction process.
- To communicate with external professionals, members of the team, clients, and carers clearly and effectively, seeking help as needed.
- To work closely with the Multi-disciplinary Team and volunteers, promoting supportive and collaborative working relationships.
- To follow North Yorkshire Hospice Care policies and practice in taking care of patients property and valuables.

- To maintain a safe working environment at all times, making the best and most economic use of resources, and equipment.

The above tasks are indicative of the role to be carried out; they may change from time to time in collaboration with the post holder and in line with service need.

Overarching responsibilities

- To embed the values of the organisation into your working practices evidencing this regularly and ensuring this remains a priority.
- To live out our values, which drive all that we do, in the context of your everyday work following our behaviour framework.
- To ensure that all aspects of confidentiality and data protection are maintained in line with North Yorkshire Hospice Care policies and the principles of information governance.
- To work in accordance, and fully comply, with our organisational policies and procedures.
- To carry out all duties in accordance with the law, regulations, organisational frameworks, recognised professional guidelines and the have a commitment to FREDIE, integration and collective decision making.

Throughout your time with us we will conduct ongoing employment checks and performance reviews relevant to your role, for example professional registration checks, DBS, appraisals and regular contact meetings.

3. Terms and Conditions

Reports to: Community Service Manager

Responsible for: N/A

Hours: 20 hours per week – Various shifts, at least 45% in unsocial hours, including weekends, nights and bank holidays

Location: Community

4. Person Specification

What is required?	Is it essential or desirable? Essential = E Desirable = D	How is it assessed? Application = A Interview = I Task/Assessment = T
Experience		
Experience in a care environment	E	A/I

Experience in palliative or rehabilitative social care services	D	A/I
Knowledge/Skills		
Good communication and interpersonal skills	E	I
Understanding of patient care	E	I
Understanding of social care	E	I
Understanding of end-of-life care	D	I
Patient centred approach	E	I
An understanding of and commitment to multi-disciplinary working	E	I
Understanding of patient protection from abuse	E	I
Team working skills	E	I
Understanding of infection prevention and control	E	I
Understanding of health and safety	E	I
Understanding of the importance of accurate recording and record keeping	E	I
Understanding of working with volunteers	D	I
Personal Attributes		
Belief in organisational values	E	I
Self-awareness and ability to recognise signs of stress and use coping strategies	E	I
Understanding of confidentiality	E	I
An understanding of and commitment to equality and diversity	E	I
Commitment and interest in learning and personal development	E	I