



Holmwood

Aged Care • Healesville

Personal Care Assistant (PCA)

We are located in picturesque Healesville where our residents are able to enjoy the best of semi-rural, country style living. Our aim is to always provide the highest quality services so that your loved ones enjoy the quality of life they deserve.

About the Role

The Personal Care Assistant is responsible for providing high quality care services to our residents, ensuring personal needs are met in accordance with the residents needs and choices and according to their care plan. This position will perform assigned tasks in a safe and competent manner to ensure resident care needs are met, under the direct or indirect supervision of Registered and/or Enrolled Nurses.

- Provide a high standard of care and service to our residents to enrich their quality of life in accordance with their care plan, choice, cultural preferences and diversity needs.
- Assist and support residents as required to maintain Activities of Daily Living in the areas of personal hygiene, grooming, oral hygiene, continence management, mobility, food and fluids, maintenance of hearing aids, glasses, dentures and dental appliances, physiotherapy exercises, use of wheelchairs and other aids, while respecting their need for privacy at all times.
- Assist residents with BPSD (Behavioural and Psychological Symptoms of Dementia) through implementation of strategies documented in the resident's care plan, and monitoring effectiveness.
- Follow directions of the Registered or Enrolled Nurse supervising shift and work in a collaborative manner with all members of the team.
- Ensure that all tasks are completed on the daily task list to the required standard.
- Accurately and promptly report any alterations observed in residents' health or wellbeing to the Registered Nurse/Enrolled Nurse or Clinical Care Coordinator, and document in relevant charts or forms as per instructions
- Record relevant resident information in relevant charts or forms in a timely manner.
- Ensure the social, emotional, spiritual, cultural and recreational needs of residents are met as per their expressed or advised preferences and their care plan.
- Ensure a high standard of customer service including, presenting in a professional manner when interacting with residents, resident representatives, team members, and external bodies and agencies, communicating respectfully at all times.
- Actively contribute to the delivery of a high standard of Person-Centred Care in partnership with residents, their representatives and team members.
- Use initiative and discretion in the performance of own work and in assisting and actively supporting other members of the team.
- Maintain confidentiality of resident information.
- Demonstrate a commitment to providing a caring and inclusive service environment that is safe and promotes the resident's privacy, dignity,

17-23 Lalors Road, Healesville VIC 3777

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identity, diversity, cultural, spiritual, emotional and assists them to meet their needs, goals and preferences.

- Perform work in a legal and ethical framework by following appropriate reporting mechanisms to meet duty of care requirements.
- Enhance staff capability through participation in self-development activities/programs and attendance at in-service training as required by the facility.

If you contain the following we want to meet you:

The successful applicant will have the following skills and experience:

- A certificate III or IV in Aged Care
- Previous experience in a similar role
- An understanding of the Aged Care Standard and legislative requirements
- Ability to build and foster strong working relationships and work well as part of a team.
- Excellent communication skills, both written and verbal including the ability to accurately interpret care plans.
- A commitment to providing a caring and empathetic service to our residents while respecting their privacy, choices and cultural preferences.
- Values driven and willing to commit to and demonstrate the organisation's values.
- A commitment to the principles of Workplace Health & Safety and ensuring a safe environment for residents and staff.
- Commitment to ensuring resident needs are always met by being available and reliable for all rostered shifts.

What we offer

- Supportive Management team
- Work in a fun, friendly and supportive team environment
- Access to our Employee Assistance Program

Sound like the perfect role for you?

We would love to have you as part of our team.

Please submit your resume and a cover letter outlining why you're perfect for the PCA role to info@holmwood.com.au and one of our friendly team members will be in touch to discuss next steps.

Please note, the successful candidate will be required to provide a valid police check and be willing to obtain the Flu and COVID vaccine.

Candidates must have Australia/New Zealand residency or valid working visa.