

CLASSIFICATION GRID: 21

BENCHMARK TITLE: RESIDENT CARE AIDE

BENCHMARK NUMBER: 81201

JOB FAMILY: CLIENT SERVICES

SCOPE AND LEVEL DEFINITION

Provides residents with nursing assistant care and personal care, and performs housekeeping duties in a residential setting such as a hospice or group home.

TYPICAL FUNCTIONS AND RESPONSIBILITIES

1. Provides residents with nursing assistant care such as catheter care, enemas, suppositories, taking vital signs, applying non-sterile dressings and topical medications, diabetic urine and blood testing, obtaining routine urine and stool samples, and checking skin for ulcers, wounds, infections, and skin problems.
2. Administers medication to residents and provides medication reminders, in accordance with established policy.
3. Assists clients with activities of daily living such as feeding, lifts & transfers, bathing, skin care, oral hygiene, and toileting.
4. Porters and ambulates residents.
5. Observes and monitors residents and their environments, and reports unsafe conditions and behavioural, physical, and or cognitive changes to supervisor.
6. Performs housekeeping duties such as sweeping and mopping floors, vacuuming, dusting, washing dishes, and laundry.
7. Performs limited food preparation such as heating prepared food, and making tea, coffee, toast, salads, and sandwiches.
8. Checks and restocks supplies such as personal care supplies, first aid supplies, and housekeeping supplies, and assists in taking inventory.
9. Completes and maintains related records and documentation such as resident admission, transfer, and discharge forms.
10. Accompanies clients on outings such as appointments, shopping, and leisure activities.
11. Performs other related duties as assigned.

QUALIFICATIONS

Typical Education, Training, and Experience

- Grade 12
- Resident Care Attendant Certificate
- Certificates in CPR, First Aid, and Food Safe
- Recent, related experience of one year
Or an equivalent combination of education, training, and experience
Or other Qualifications determined to be reasonable and relevant to the level of work

Typical Skills and Abilities

- Physical ability to carry out the duties of the position
- Ability to work independently and in cooperation with others
- Ability to operate related equipment
- Ability to communicate effectively, both verbally and in writing
- Ability to organize and prioritize
- Ability to observe and recognize changes in clients
- Ability to establish and maintain rapport with clients