

## CITY OF HAMILTON

### HEALTHY & SAFE COMMUNITIES DEPARTMENT

(MACASSA AND WENTWORTH LODGE – NURSING - LOCATION – 701 UPPER SHERMAN AVE., HAMILTON AND 41 SOUTH ST. W., DUNDAS)

### PERSONAL SUPPORT WORKER - CUPE 5167(LODGES UNIT)

The Healthy & Safe Communities Department is committed to its people and is dedicated to building a strong and healthy community. We are passionate about making a difference and are recognized for our excellence. We offer a respectful and supportive workplace that provides life-long learning opportunities, leadership, innovation and performance excellence.

We are looking for high performing public servants who are interested in experiencing a challenging, rewarding, enjoyable, and fulfilling career. The successful candidate will demonstrate an ability to provide excellent client service in a respectful, courageous, empathetic, just and ethical manner. Your ability to set and achieve personal goals, professional goals and contribute to the goals of the organization will result in high job satisfaction.

### SUMMARY OF DUTIES

Reports to the Registered Nurse and takes advice, direction and guidance from the Registered Practical Nurse. The Personal Support Worker (PSW) provides care in accordance with resident care plan and lodging home standards.

### GENERAL DUTIES

Assist or provide total care to residents with bathing, dressing, grooming, toileting, transferring and feeding.

Assist residents to appointments, meals and activities as required.

Make beds and tidy resident rooms.

Deliver soiled linens to laundry.

Oversee residents' safety; report accidents.

Record personal care given to residents in accordance with documentation standards and practices of the Lodges.

Communicate relevant clinical information and/or changes in resident's level of function appropriately to a member of the registered staff.

Safely and appropriately transfer, reposition or lift residents as assessed in the plan of care. Uses all equipment as directed.

Respond to emergency situations as assigned.

Wash and disinfect bedpans and urinal bottles.

Take Vital Signs, collect and label resident specimens as directed by the RPN/RN.

Work in accordance with the provisions of applicable Health and Safety legislation and all City of Hamilton corporate and departmental policies and procedures related to Occupational Health and Safety.

Perform other duties as assigned which are directly related to the major responsibilities of the job.

**QUALIFICATIONS**

1. Previous health care aide experience related to the duties noted above normally acquired through the completion of a Health Care Aide or Personal Support Worker Program or a combination of education and related work experience acquired in a home for the aged or similar setting.
2. Previous experience providing personal care such as bathing, dressing and feeding also be able to make beds.
3. Knowledge of mechanical lifts and ability to operate in a safe manner for residents and self.
4. Must be able to lift, reposition and transfer residents in a safe manner as necessary, and transport residents in emergency evacuations.
5. Must possess effective communication skills and have ability to relate to peers and seniors.
6. Demonstrated, compassion, respect and patience in working with cognitively impaired residents.
7. Strong knowledge base of MDS coding, and previous experience with PointClick Care and Point of Care computer documentation would be preferred.

**NOTE 1:**

As a condition of employment, the successful applicant(s) will be required to obtain a satisfactory Criminal Reference Check or Vulnerable Sector Screening, at their own expense, prior to beginning work in this position.

**THE INCUMBENT SHALL COMPLY WITH ALL HEALTH AND SAFETY POLICIES AND PRACTICES FOR THIS POSITION AND THE WORKPLACE.**

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