**Resident Care Aide (HHA or PCA) Job Description NEW FALLS HOME LLC**

**Position Goals:**

Ensure that residents receive assistance and care as needed. Maintain a safe, secure, clean, and healthy environment for the care of residents. Monitor equipment for proper operation, protect equipment and report any inadequacies. Notify superiors on any illness/injury requiring attention. Deal with reasonable complaints/requests with professionalism and patience. Check stocking levels of certain supplies, replace when appropriate. Adhere strictly to rules regarding health and safety and confidentiality and be aware of any company related practices.

**Routine Duties of the Job:**

Assist residents with necessary daily activities, such as eating, bathing, etc., as needed. Monitor residents physical and mental state and report any concerns to superiors. Provide emotional support to residents when needed. Report urgent matters to administrations asap. Pick up resident rooms as needed. Help maintain resident integrity by assisting them in making themselves presentable and clean for family visits, outings, doctor appointments,etc.

**Expectations:**

Good attendance and punctuality. Maintain good personal hygiene. Able to work weekends and holidays. Able to accommodate mandated overtime. Participate in in-service trainings. Wear PPE when necessary. Observe safety policies and procedures. Interact with residents in a patient and kind manner. Work independently with minimum supervision. Wear assigned uniform (scrubs). Act as a team player, helping other staff when possible. Basic First Aid training.

**Cognitive Requirements:**

Able to…handle stress, read and understand written materials (including doctors’ orders and care plans) and directives, whether typed, printed or cursive…write, understand and speak the English language fluently…maintain confidentiality of information relative to residents and co-workers…maintain awareness of surroundings for safety reasons…manage time/duties for the shift.

**Physical Requirements:**

Able to…safely perform duties with functional eyesight and hearing… stand and walk about for the entire shift…kneel, bend-over and squat for various reasons…repeatedly sit, stand and move about an area during the entire shift…wear PPE for hours at a time…go up and down stairs multiple times a day as needed…move quickly in the delivery of services to the residents.

**Conditions**

Warm environment. Walking indoors/outdoors throughout the shift for various reasons.

**All job offers are conditional; the candidate must pass a NYS DOH background check, a physical exam that states that the candidate meets the physical and cognitive requirements of the job, and that the candidate meets the health standards for communicable diseases.**