

POSITION DESCRIPTION

Community Health Care Worker

Supporting Everyone to be healthy and live well

PURPOSE OF THE ROLE

Community HCW will work within a plan of care under the direction and supervision of a Registered Nurse to provide delegated aspects of care to patients living in the community. The HCW will work as part of the wider community nursing teams assisting the Registered Nurses to ensure holistic care provided in the community.

Position Details	
Position Title:	Community Health Care Worker
Department	Community Nursing
Reports to:	Nurse Unit Manager/Department Head
Positions Reporting to this role:	none
FTE:	0.6
Budget:	TBC
Enterprise Agreement:	Health & Allied Services, Managers and Administrative Workers EA 2021 – 2025
Position Classification:	HCW Grade 2 or 3 IN38-39
Position Description last reviewed:	New PD

Key Accountabilities
Assist patients with their activities of daily living, including but not limited to: Hygiene, shaving and skin care
Participate in delegated aspects of care delivery in relation to the patients plan of nursing care
Communicate effectively with patients, residents and the multidisciplinary team
Recognise, report and record incidents promptly, clearly and concisely to the supervising registered nurse

Organisational Responsibilities
Positively promote ERH within and externally to the organisation
Comply with the ERH and Victorian Public Sector Code (VPS) of Conduct

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Each employee has a responsibility to comply and promote practices with all ERH policies and procedures and familiarise themselves with those relevant to their position

Comply with relevant registration bodies mandatory continuing professional development requirements

Carry out all work and interactions in alignment with the CARE values

Each employee has a responsibility to comply with and promote relevant legislation and professional standards in relation to safety, quality and risk relevant to their position

Each employee has a responsibility to comply with and promote compliance with the





National Safety & Quality Health Service Standards and other industry standards and relevant regulatory requirements

Key Relationships

Internal	External
Community Nursing Team NUM	
Community Nursing Team ANUM	
Community Nursing Team RN	

CARE Values

All staff are expected to behave in a way that is in alignment with our corporate values:

Collaboration 	Works with a team focus Cooperates with others and gains input and support to assist in achieving objectives We work with others to achieve shared goals
Accountability 	Monitors the impact of one's own behaviour on others Supports a "no-blame" culture in reporting incidents and helping to effectively resolve them
Respect 	Treats people fairly and openly Treats people with dignity Demonstrates personal standards of consistency, tolerance and patience
Excellence 	Consistently supports and follows organisational policies and procedures Actively participates in identifying opportunities to improve what we do

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Selection Criteria

Essential:

Qualifications:

Australian Drivers license

Certificate III in Health Services Assistance / Certificate III or IV in Aged Care or Individual Support or equivalent there of

Behavioural qualities that reflect ERH Guiding Principles

Consultative and flexible work style

Well-developed communication skills both verbal and written

Previous experience working in a healthcare setting, hospital or aged care facility

Satisfactory evidence of; National police check, Working with Children's and Vaccination status in line with policy and procedure at this time

TERMS & CONDITIONS OF EMPLOYMENT:

Terms and conditions are in accordance with the Letter of Offer and Contract of Employment.

I acknowledge that I have received a copy of this position description. I have read (or have had read to me) and understand the requirements of this position. I agree to work in accordance with this position description.

Signed: _____ Date: ____ / ____ / ____

Print Name: _____

cc: Employee

File

