

POSITION DESCRIPTION

Community Health Care Worker

Supporting Everyone to be healthy and live well

PURPOSE OF THE ROLE

The Community Health Care Worker (HCW) works within an established 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 works as part of the wider community nursing team, assisting Registered Nurses to ensure holistic, person-centred care is delivered safely in the community setting. Practice is undertaken in accordance with the Aged Care Act 2024, the strengthened Aged Care Quality Standards and the Aged Care Code of Conduct, supporting dignity, autonomy, supported decision-making, cultural safety and the delivery of safe, coordinated community-based care.

Position Details	
Position Title:	Community Health Care Worker
Department	Community Nursing
Reports to:	Community Nursing NUM
Positions Reporting to this role:	none
FTE:	
Budget:	
Enterprise Agreement:	Health & Allied services employees Enterprise Agreement 2021-2025
Position Classification:	HCW Grade 2 or 3 IN38-39
Position Description last reviewed:	2026

Key Accountabilities
Provide safe, competent and person-centered care in accordance with the documented plan of care and within the scope of delegation from the Registered Nurse.
Work collaboratively within the community nursing team to support safe, coordinated care delivery aligned with the <i>Aged Care Act 2024</i> and strengthened Aged Care Quality Standards.
Communicate effectively with patients, residents and the multidisciplinary team
Recognize, 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
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

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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

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

Key Relationships

Internal	External

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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 thereof

Behavioral 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 Check, *NDIS Worker Screening Check and Vaccination status* in line with credentialing committee requirements for this role.

Desirable:

Experience in Community Nursing

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