

Personal Support Worker Job Description

Alavida Lifestyles is looking to hire a Personal Support Worker (PSW) for our retirement residences. The PSW reports directly to the Director of Care, taking guidance and direction from the registered staff. The PSW is responsible for the provision of personal care which involves the Resident's needs and preferences whether physical, emotional, social or culturally sensitive beliefs and values as per their individual plan of care.

As part of Alavida Lifestyles' Mandatory Vaccination Policy, all employees must be fully vaccinated against COVID-19 and provide proof of vaccination as a condition of employment.

RESPONSIBILITIES

- Performs personal care and other assigned duties as per the resident's plan of care while assuring the comfort and safety of the resident
- Reports to the DOC resident's needs or preferences that may impact the delivery of services and that may differ from the plan of care to ensure an updated plan of care
- Participates in the development of the resident's plan of care by communicating current and accurate information to assist in the formulation of a comprehensive plan of care
- Promptly reports to the charge nurse or Director of Care any concerns that may affect the health, physical or emotional wellbeing and/or safety of the resident
- Documents within a timely manner aftercare provision in the Resident Daily Record as per their care plan; to be completed before the end of the shift
- Maintains confidentiality and privacy as per legislation
- Directs all inquiries regarding residents' care and health matters to the Nurse on Duty or DOC
- Deals tactfully and respectfully with residents/families/visitors, Customer service oriented
- Perform duties as per the job routine established by the Home, such as dietary, housekeeping and laundry duties in an efficient and safe manner
- Collaborate with other team members to promote teamwork and fair distribution of work duties

PROMENADE

Orleans

110 & 150 ROSSIGNOL DRIVE
ORLÉANS, ON K4A 0N2

613-451-1414

RAVINES

CitiPlace

626 & 636 PRADO PRIVATE
OTTAWA, ON K2E 0B3

613-288-7900

PARK PLACE

Central Park

110 & 120 CENTRAL PARK DRIVE
OTTAWA, ON K2C 4G3

613-727-2773

- Shares responsibility for the effective use of nursing and resident supplies and equipment, as well as for the care of residents' personal belongings
- Attends and participates in continuing education training as scheduled by the Home
- Performs other duties as requested

QUALIFICATIONS

- Completion and possession of a Personal Support Worker Diploma/Certificate or equivalent experience
- A valid security/police check for the vulnerable sector
- Experience in retirement or long-term care sector desirable
- Excellent communication and organizational skills. Proficient speaking, reading, and writing in English, and following oral and written directions
- A high degree of tolerance and patience
- Genuine interest in and concern for seniors
- Yearly Influenza vaccination

PROMENADE

Orleans

110 & 150 ROSSIGNOL DRIVE
ORLÉANS, ON K4A 0N2

613-451-1414

RAVINES

CitiPlace

626 & 636 PRADO PRIVATE
OTTAWA, ON K2E 0B3

613-288-7900

PARK PLACE

Central Park

110 & 120 CENTRAL PARK DRIVE
OTTAWA, ON K2C 4G3

613-727-2773