

Continuing Care Assistants-Casual

The Cove Guest Home is currently seeking Casual Continuing Care Assistants. The CCA is responsible for the delivery of various Resident Care activities necessary in caring for the holistic needs of all residents. All care is in accordance with policies, procedures, and standards of the Cove Guest Home to maintain a high degree of quality resident care.

Responsibilities

- Adheres to organizational policy and procedures.
- Must be able to demonstrate an excellent attendance record.
- Receive report, assignments and note activities at start of shift as directed by the RN.
- Promptly answer resident requests and calls to determine resident needs. Ensure resident has call system within easy reach and knows how to operate same.
- Bathe, dress, assist residents with personal hygiene to increase comfort and well being.
- Assist residents in dining areas. Feed and assist residents, provide between meal nourishment and fluids, as required. May serve and collect trays.
- Assist residents to and from dining rooms and in-house activities.
- Communicate effectively with residents, families, co-workers, management and the general public.
- Measure and document resident temperature, pulse, respirations, blood pressure, weight, intake and output as directed.
- Complete resident flow sheet accurately and promptly.
- Make hourly rounds to check on residents, more often if required.
- Document all pertinent information on progress notes upon consultation with RN/LPN.

- Report all changes in resident condition to RN/LPN promptly.
- Follows Infection Control policies and procedures.
- Report all unsafe conditions or equipment to the RN/LPN.
- Maintains confidentiality in all dealings within the Cove Guest Home.
- Seeks/participates in ongoing educational and training opportunities.

Knowledge and Skills:

- Ability to work independently and as a team member.
- Organize and prioritize in a constantly changing work environment.
- Practices and promotes occupational health and safety.

Qualifications

- Must have or be working toward Continuing Care Assistant certification.
- Clearance of a criminal record check and vulnerable sector search
- Good general health which allows the ability to work on a regular basis and meet the physical demands of the position (Functional Assessment required).

Please forward resume to:

**Michelle MacIsaac
Director of Resident Care
Cove Guest Home
320 Alexandra St
Sydney, NS
B1S 2G1
michelle@coveguesthome.com**