

Perris Oases Caregiver Job Description

Position: Caregiver

Description of position: Caregivers provide direct care and supervision to residents

On duty at the facility as follows:

See Personal Report LIC500

Caregiver duties and responsibilities:

All Caregivers implement the daily routine for each resident under the direction of the administrator. This will include resident's personal care medication management, resident activities, food preparation and meal service and any required recordkeeping and documentation.

Caregivers on the PM shift focus their duties as follows:

Assist with resident activities as scheduled, meal prep, medication management and housekeeping/laundry as directed by the administrator and any required recordkeeping and documentation.

PERRIS OASES WILL PROVIDE REQUIRED AND APPROPRIATE JOB TRAINING.

Note: All caregivers have been trained and have the skills and knowledge to perform the listed duties and responsibilities on their shift.

1. Personal resident services:
 - a. Assist residents with activities of daily living such as bathing, dressing, grooming and escort if needed
 - b. Assist with incontinent care and adhere to bowel and bladder training schedules as indicated in resident's service plan
 - c. Observe residents and report any change in condition to the Administration
2. Resident medication management:
 - a. Assist residents with prescribed medications
 - b. Chart resident medications in resident file
 - c. Document any changes in resident's health condition or mental status as a result of medication
3. Resident socialization and activities:

- a. As directed, implement resident weekly activities
- b. As directed, supervise resident activities
- 4. Food preparation and food service:
 - a. As directed, prepare resident meals and snacks according to the facility menu
 - b. Practice all sanitation principles
 - c. Practice all food storage requirements
- 5. Housekeeping and laundry service:
 - a. Possess knowledge of proper housekeeping practices
 - b. Change linens and towels weekly (or as needed)
 - c. Clean residents' rooms weekly
 - d. As directed, provide other facility housekeeping to common areas and bathrooms
- 6. General duties and responsibilities:
 - a. Ensure that the facility house rules are implemented and maintained
 - b. Residents' personal property is safeguarded properly
 - c. Recognize any change in the resident and immediately notify the administrator
 - d. Notify administrator of any hazards or safety issues in the facility and inside or out
 - e. Notify administrator when facility supplies are running low
 - f. Respond to emergency situations professionally and calmly

Caregiver Qualifications

- 1. Has valid letter of recommendation.
- 2. Attended and completed required first aid training and possesses a valid and current first aid card.
- 3. Can read, speak and understand English and follow oral and written instructions.
- 4. Is at least 18 years of age (to be verified either by birth certificate or driver's license).
- 5. Obtained required criminal clearance prior to employment.
- 6. Obtained the required health screening and TB clearance prior to employment. The health screening/TB test results will not be older than 6 months.
- 7. Has good physical and mental health and is capable of performing all assigned duties and tasks.
- 8. Possesses knowledge of both housekeeping and sanitation principles.