



COMHAIRLE NAN EILEAN SIAR

JOB DESCRIPTION

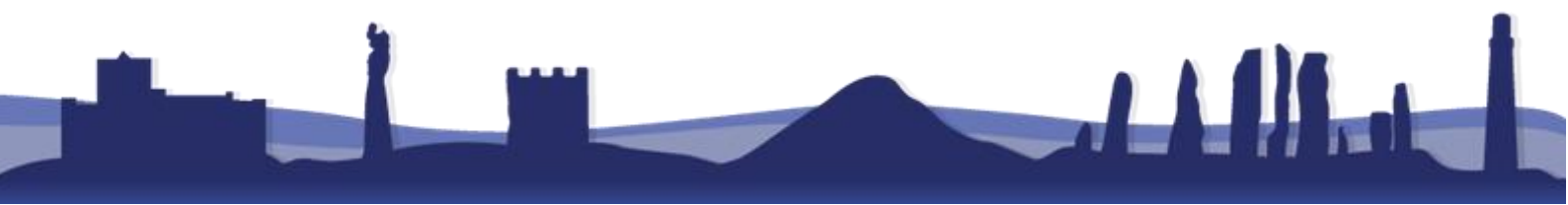
Job Title:	Homecare & Reablement Assistant	Job Number:	Various
Department:	Health & Social Care	Grade:	D
Location:	Western Isles	Date:	2026
Responsible To:	Chief Officer (Health & Social Care); in the first instance to the Operational Manager, Home Care & Reablement		

Job Purpose

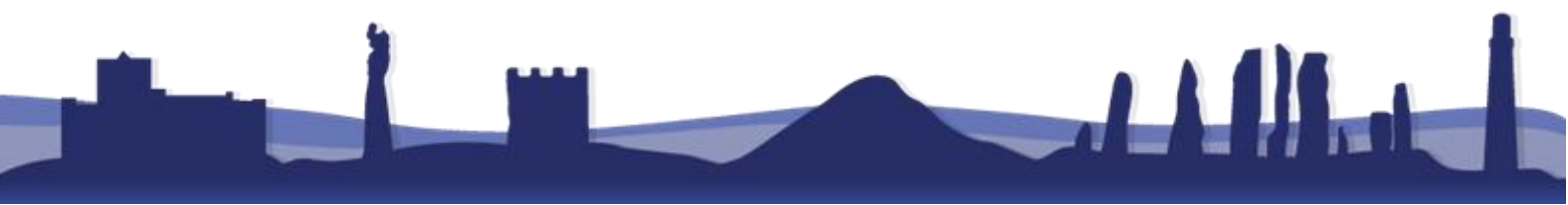
The post holder will provide direct care and support to service users' outcomes, whilst living within their own home, the admission to hospital, the discharge from hospital, admission/discharge to care homes, or within any other homely setting. This will involve the provision of a range of care and support activities and tasks as detailed in the Care Plan and in accordance with relevant risk assessments and management plans. This will support service users to remain in their own homes, a homely setting or a health resource, whilst receiving appropriate care and support. The services provided will maximise independence, supporting reablement and intermediate care provision. Care and support is provided 365 days a year, which the Homecare & Reablement Assistant will undertake on a planned and scheduled manner to meet the care and support needs of the individuals receiving a service.

Duties

1. To assist and support the delivery of personal care tasks as indicated in the Care Plan; washing, bathing, maintenance of personal hygiene, continence care, nutrition, etc.
2. To assist with mobility and transferring of service users in the home or homely setting as required to support delivery of the Care Plan.
3. To support service users to administer medications as indicated in the Care Plan and in accordance with Departmental Policies and Procedures.
4. To support, assist and promote the development of independence, reablement, intermediate care provision and the resettlement of patients at the time of hospital admission or discharge.
5. To support and assist service users who are terminally ill to die well, in accordance with the Care Plan.
6. To assist and support service users to remain comfortable within their homes or homely settings whilst maximising their independence.
7. To communicate timeously to their supervisor any relevant information or factors in relation to Home Environment, Social and personal care needs or other information which may indicate changes in health, ability, safety or other risk factors relevant to the delivery of the Care Plan or to the Risk assessments and Management plans.
8. To participate fully in supervision, appraisal, training, personal development and take personal responsibility for the recording of Post Registration Training and Learning.



9. To comply with the requirements of registration, the SSSC Code of conduct and work to Care Inspectorate Health and Social Care Standards.
10. To work in accordance with the Care Plan and under the direction of a Care and Support Supervisor.
11. To support communication for service users who have difficulty communicating by using their preferred methods and supports.
12. To assist and support family carers to continue caring and to empower and contribute to the reablement of service users.
13. To support the service user with their Nutritional Care Plan.



General Accountabilities

1. To ensure that all information received and disseminated, whether verbal, written or electronic concerning all employees, prospective employees or service users is treated in the strictest confidence and that all such information held is regulated and controlled in a similar manner in compliance with Data Protection legislation.
2. To ensure compliance with Standing Orders and Financial Regulations of the Comhairle.
3. To ensure that all duties and responsibilities are performed in a safe manner so that no risk to health and safety arises to yourself, any other employee or member of the public.
4. As the Comhairle is committed to the effective management of risk, it is the responsibility of all employees to carry out their duties and responsibilities with adequate regard for Risk Management as outlined within the Comhairle's Risk Management Policy.
5. To comply with the Comhairle's Equal Opportunity Policy in Service Delivery and Employment, thereby promoting a fair and quality service to all.
6. To keep under review your own development needs. Learning needs should be discussed and determined at your annual Performance Appraisal and you will be required to undertake training as identified and as appropriate and required for the effective performance of the duties of the post.
7. Any other duties or responsibilities that may need to be allocated from time to time to ensure the efficiency of the service.





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PERSON SPECIFICATION

This form lists the essential and desirable criteria required. Applicants will be selected on the basis of meeting the criteria. Please ensure you complete your application form considering the criteria below.

Job Title: Homecare & Reablement Assistant

Job Number: Various

CRITERIA	ESSENTIAL	DESIRABLE
Knowledge	E1. Understanding of various health & social care needs. E2. Awareness of the rights of the individuals who receive care and support.	D1. Knowledge of food safety. D2. Knowledge of health and safety. D3. Knowledge of personal hygiene.
Skills and Abilities	E3. Ability to assess and react appropriately in an emergency. E4. Ability to communicate clearly and listen effectively. E5. Ability to work without direct supervision. E6. Ability to report changes in client's circumstances to Line Manager. E7. Flexible approach and ability to work shifts including weekends and public holidays. E8. Empathy, compassion and understanding of social needs. E9. Ability to successfully complete all mandatory training within a defined timescale.	D4. Understanding the benefits of rehabilitation.
Education and Experience	E10. Experience of caring for people, either in a paid or unpaid capacity. E11. Candidate must have the ability to undertake and achieve an SVQ II in Health & Social Care within 6 months from commencing in post.	D5. Moving and Handling training. D6. Administration of medication.
Other Factors	E12. Work effectively as part of a team. E13. Understanding of confidentiality. CONTINUED ON NEXT PAGE	D7. Ability to communicate in Gaelic. D8. Flexibility to work at short notice. D9. Promote individuality and the human rights of those receiving support.

	E14. Full, unrestricted driving licence and business insurance (where applicable, pool cars will be provided). E15. Attend training as and when required. E16. Positive attitude and demonstrate good social values.	
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