

## **Resident Care Assistant**

Reports to: Registered/Licensed Nursing Personnel, Nursing Supervisor

Department: Nursing

Effective Date: TBD

### ***Position Summary***

The Resident Care Assistant (RCA) works under the direction and supervision of the healthcare team by providing direct and indirect resident care, such as cleaning, moving residents, assists with personal care and feeding, and doing clerical duties. This rewarding, entry-level opportunity offers support to long-term care residents and individuals with disabilities during this crisis and beyond. The RCA serve shoulder-to-shoulder with health care worker heroes and gain training and experience on the job. RCA receive on-the-job experience that can lead to becoming Certified Nurse Aides (CNAs) or Home Health Aides (HHAs). Required safety competency training in infection control, universal precautions, and personal care services is provided free of charge to the RCA prior to hiring.

### ***Responsibilities***

#### ***Safe Environment***

- Follows proper infection control procedures 100% of the time, including:
  - Handwashing
  - Proper putting on and taking off Personal Protective Equipment (PPE) provided by the facility
- Ensures safe environment and safe patient experience
- Effectively communicates with patients
- Maintains patient confidentiality
- Utilizes appropriate patient identification methods when providing direct care
- Follows abuse reporting requirements
- Provides close monitoring and observation of at-risk patients
- Demonstrates safe patient handling and transfers
- Effectively communicates patient observations to the nurse
- Reports changes in patient health outcomes, as defined by the institution policy
- Completes designated care tasks timely

#### ***Direct Care***

- Maintains patient dignity and rights, and demonstrates sensitivity to cultural diversity
- Ensures clean patient living environment
- Assist with safe patient mobility including use of gait belt, wheelchair, mechanical-lift, and other assistive devices
- Assist with repositioning/pressure-relief for at-risk patients
- Ensures patient cleanliness through help with hygiene and elimination care
- Assist with patient nutritional needs, including feeding and adherence to specified dietary orders

- Assist with patient care procedures under direct supervision of a registered/licensed nurse as defined by the institution policy
- Performs clerical tasks, such as answering phones and scheduling patients
- Other duties as assigned

***Education/Experience:***

- High school Graduate/GED-HiSet, preferred
- English proficiency
- Lived caregiving experience as family/informal caregiver, childcare provider, housekeeping, respite provider, is a plus
- Required safety competency training in infection control, universal precautions, and personal care services is provided free of charge to the RCA prior to hiring.
- Additional training as a direct care worker (Personal Care Attendant, Homemaker, or Personal Care Homemaker) is a plus

***Conditions of Employment:***

- Legally authorized to work in the U.S.
- Acceptable CORI, SORI is required
- Drug testing may be required
- Competent in written and spoken English

***Schedule:***

Number of shifts/week determined by facility and confirmed with employee

Standard 8-hour or 12-hour shifts, as needed

Rotating weekends

***Housing:***

On-site/nearby housing may be available upon request

***Physical Requirements:***

- Negative TB Test or Screening
- Bending, squatting, kneeling
- Lifting and/or carrying 35 lbs.
- Standing for long periods of time
- Prolonged wearing of PPE provided by the facility, including masks and face shields