

JOB DESCRIPTION

Job Title: Patient Care Assistant (PCA)
Designation: Physical 3
Responsible To: Clinical Nurse Manager

Primary Objective

Under the supervision and direction of the nursing staff assist with patient care, ensure that the clinical workplace is safe, and contribute to the efficient functioning of the unit or department.

Key Responsibilities

1. Assist nursing staff with direct and in-direct patient care
2. Provide patient support services to ensure an effective clinical service
3. Undertake a range of duties to ensure a hygienic environment in accordance with Royal Darwin Hospital (RDH) policy and Australian Health Care Standards
4. Perform clerical and courier duties
5. Preserve patient dignity, privacy and confidentiality
6. Communicate with patients and hospital staff to maintain a positive working environment.

Selection Criteria

Essential

1. Oral and written communication skills at a vocational level
2. Awareness of multicultural issues and their impact on work practices in a cross-cultural working environment
3. Ability to work with the nursing team leader in order to prioritise tasks
4. Demonstrated capacity to: deal with a wide range of people in a sensitive and mature manner, work as a team member, work with minimal supervision, and maintain confidentiality
5. Preparedness and capacity to work shift work and be redeployed to other clinical areas to meet hospital needs
6. Incumbent will be required to transport and transfer patients and must be physically fit to undertake all duties required for the position.

Requirements

1. Certificate III in Aged Care or Health Support Services or working toward same or working toward a Diploma Nursing or Bachelor of Nursing
2. Work experience in a health or aged care facility with experience in manual handling.
3. Current first aid or basic life certificate and drivers licence.

Further information

The preferred or recommended applicant will be required to undergo a criminal history check. A criminal history will not exclude an applicant from this position unless it is a relevant criminal history.

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