

DUTIES OF CARERS INCLUDED IN COMPULSORY MEDICAL LEVY

Please note that all the below is part of our service to the client, however if a caregiver is utilised more than 30 min per unit, additional charges may be levied.

PANIC BUTTONS HAVE PRECEDENCE ABOVE ALL BELOW

KEY PERFORMANCE INDICATORS

1. MAINTAINING HYGIENE/GROOMING OF RESIDENT

- Bed bath.
- Shower.
- Assist with bathing.
- Washing and drying of hair.
- Skin care.
- Shaving/Make up.
- Nail care/Report infection.
- Oral care: Brushing teeth/Dentures 3 x per day.
- Report skin injuries.
- Changing of adult disposable diaper (nappies).
- Assist with dressing clothes of the resident's choice according to weather circumstances. Remove loose hair or dandruff from clothes with a damp sponge or a brush.
- Maintain body temperature by ensuring that the resident is appropriately dressed, and extra blankets are provided and adjusted based on weather changes.
- Ensure that reading glasses are clean and fitted onto face.
- Assist with fitting hearing devices.
- Pressure Care.

2. MAINTAINING A CLEAN ROOM ENVIRONMENT

2.1 DELIVER BASIC DOMESTIC CHORES FOR THE MORE FRAIL – SERVICES LIMITED TO UNITS REQUIRING ASSISTED DAILY LIVING:

- Make the bed.
- Change linen.
- Clean washing basin.
- Ensure toilet roll is available.
- Clean hairbrush, comb, and soap dish.
- Keep cupboards neat and tidy.
- Remove dirty crockery from the room.

- Remove dirty laundry on designated day.
- Remove domestic refuse e.g. dirty crockery, old fruit, old flowers.
- Dust all surfaces in the room.
- Wash and clean all medical equipment weekly.
- Ensure the floors, kitchen, bathrooms, living room are always neat and tidy.

2.2 NUTRITION AND FLUID INTAKE/OUTPUT:

- Preparation of meals and snacks if needed.
- Assist with serving of meals, cut meat and vegetables into smaller bite size portions.
- Assist with spreading and cutting of bread/toast.
- Assist with feeding resident - take a sitting position when feeding.
- Ensure water glass/bottle is filled and to be readily available to prevent choking.
- Water intake at least 200ml every 2 hours.

3. SOCIAL ACTIVITIES:

- Ensure, if indicated, to accompany residents to participate in social/recreation activities scheduled e.g. Bingo, Bridge, building puzzles, Hobbies class, Musical instrument playing.
- Ambulate residents to go to the garden, church and/or bible reading.

4. MONITORING OF VITAL SIGNS:

- Taking of blood pressure, temperature, pulse and saturation when needed or requested by resident.

5. ADDITIONAL ASSISTANCE WITHIN UNIT:

- Assist with carrying e.g. groceries/luggage from the car to the unit or vice versa
- Medication management (ensuring pre-packed, prescribed medication has been taken)
- Very basic wound care under guidance of the Doctor, Registered Nurse, Wound care professional
- Assist resident with help as and when required, within reason.
- **PLEASE DO NOT HESITATE TO ASK THE CARER IN YOU NEED ASSISTANCE IN ANY WAY OR FORM**

PLEASE NOTE:

Above mentioned are the SERVICES included, if any ward stock or any stock of any nature needs to be used, the residents will be billed accordingly.

The abovementioned is further subject to the terms and conditions as stipulated in the medical service level agreement concluded with the purchase of a life-right at Lifestyle Edge Retirement Village and Assisted living and subject to the review of the utilisation of the caregivers by a unit.

DUTIES OF NURSE INCLUDED IN COMPULSORY MEDICAL LEVY

The Registered Nurse (RN) is responsible for managing the individualized resident care by promoting and restoring resident's health through the nursing process; collaborating with physicians and multi-disciplinary team members; providing physical and psychological support to residents, friends and families. The RN is responsible to the CEO of Nurses R Us.

RESPONSIBILITIES WHEN ON DUTY ONLY

- Assist GP when and if needed during consulting hours.
- Assessing, observing and speaking to patients.
- Tend to patient needs if and when an appointment has been scheduled.
- Recording details and symptoms of patient medical history and current health.
- Administering medications and treatments, and then monitoring patients for side effects and reactions, when on duty only.
- Creating, implementing, and evaluating patient care plans with the medical team.
- Performing wound care, such as cleaning and bandaging them.
- Drawing blood, urine samples, and other body fluids for lab work.
- Educating patients and family members on treatment and care plans, as well as answering their questions.
- Establishes a compassionate environment by providing emotional, psychological, and spiritual support to residents, friends, and families.
- Resolves resident's problems and needs by utilizing multi-disciplinary team strategies.
- Maintains nursing supplies inventory by checking stock to determine inventory level.
- Record keeping of ward stock used to maintain efficient billing to clients.
- Conducts ongoing assessments as determined by resident's condition.
- Collaborate with physicians and other members of the multi-disciplinary team members to devise individualized care plans for residents.
- Perform routine procedures (blood pressure measurements, administering medication etc.) and fill in residents' charts.
- Provide instant medical care in emergencies.
- Maintains confidentiality in matters related to resident, family and facility staff.

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Additional fees are applicable if services of RN is required outside of scheduled monthly roster.

The abovementioned is further subject to the terms and conditions as stipulated in the medical service level agreement concluded with the purchase of a life-right at Lifestyle Edge Retirement Village and Assisted living and subject to the review of the utilisation of the nurse by a unit.