



# Blood Tribe Department of Health Inc.

## Employment Opportunity

**TITLE:** Health Care Aide  
**DEPARTMENT:** Kainai Continuing Care Centre  
**UNIT:** Long Term Care

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**REPORTING TO:** Registered Nurse

### SUMMARY OF WORK:

The Health Care Aide (HCA) reports directly to the Registered Nurse. Performs personal care activities; interacts with Residents, family and staff in a positive and supportive manner.

### GENERAL DUTIES & RESPONSIBILITIES:

- Governed by BTDH – Long Term Care (LTC) operational Policies and Procedures.
- Applies BTDH stands of resident care/service upon delegation of the RN or LPN.
- Promotes a health/safe environment for the Residents and employees.
- Participate in the process to seek out Resident input and feedback with respect to service quality.
- Follow Resident services/care plan as provided by Registered Nurse/Licensed Practical Nurse.
- Maintains confidentiality of client record and up-to-date charting on all interventions.
- Able to accept direction and feedback from coworkers and Supervisors
- Among other duties as outlined in the full job description.

### TECHNICAL/CLINICAL DUTIES & RESPONSIBILITIES:

- Carries out personal care activities for the Resident within the scope of practice of the HCA.
- Observes Resident condition and reports to RN/LPN of changes in physical or emotional condition.
- Assists Resident with the provision of personal care in bathing and grooming, mouth/hair/skin care (applications of non-prescription lotion/ointment/creams), toileting, bedside care, routine foot care/ nail care.
- Assists Resident with preparation for bed, make bed and change as necessary.
- Sanitize tub/shower following completion of bath/shower assist.
- Assist with meals and serving of nutritious snacks.
- Maintains accurate records of care given and health status changes observed in a timely manner, as per policy.
- Performs other duties as requested or required.

### PROFESSIONAL QUALIFICATIONS:

- Graduate of an accredited HCA program.
- Current CPR, to be re-certified annually.
- Current First Aid, to be re-certified every three years.
- Safe food handling certificate.
- Minimum of three to five years of experience in related clinical area.
- Minimum of three years' experience as HCA.

### SALARY RANGE:

- In accordance with BTDH salary grid.

**Deadline for Application:** January 4, 2019 4:00pm

Please forward a Letter of Application, Resume, Current Criminal Record Check, and Three (3) updated references to:

**Blood Tribe Department of Health Inc.**  
**c/o: Human Resources**  
**P.O. Box 229**  
**STANDOFF, AB T0L 1Y0**  
**Phone: 737-8408**  
**FAX: 403-737-3985**  
**Email: deedrie.bt@btdh.ca**

**Incomplete application will not be accepted.**