

## Care Team Assistant (CTA/CCA)

**Position Title:** Care Team Assistant (CTA/CCA) HH05 : *Casual*

**Reports To:** Nurse Manager

**Remuneration:** Hourly

### Primary Functions of the Position:

Hospice Halifax is a compassionate and supportive community of staff members, volunteers, and donors dedicated to making dying and living as comfortable and meaningful as possible at the end of life. Our hospice residence is an inclusive space where individuals and their families receive personalized and dignified end-of-life care.

Working in partnership/collaboration with RNs, LPNs, and other team members within the organization, this position is responsible for providing direct patient care and supporting the activities of the care team.

Hospice Halifax continues to take action against racism and discrimination in the workplace and to identify and address systemic barriers to full and equal participation. As such, each member of our team must be committed to fostering a safe working environment where all members of the team experience an authentic sense of inclusion and belonging.

Hospice Halifax is committed to fostering a diverse and inclusive work culture. We welcome and encourage applicants who are BIPOC, LGBTQ2S+ and persons with (dis)abilities to self-identify in their cover letter.

### Duties and Responsibilities:

- Provides personal care that is within the provincial scope of practice for a Continuing Care Assistant; duties may include but are not limited to bathing, grooming, clothing, mouth care, hair care, feeding, skin care, toileting, bowel and bladder care, positioning and movement, exercise, basic wound care;
- Assists with activities of daily living to promote physical, emotional, social and spiritual well-being;
- Performs specialized, patient specific procedures for which recognized training and current competency can be demonstrated.
- Reports unusual events or changes in the patient's condition to the RN/LPN Team Lead or Nurse Manager;
- Changes bed linen and towels as required.
- Stores clean linen when received from linen delivery service and does laundry as required.
- Cleans patient rooms and bathrooms as needed, including emptying garbage.
- Supports housekeeping with performing terminal room cleaning as needed.
- Ensures general tidiness in the family room as needed, including but not limited to, loading the dishwasher, emptying the dishwasher, emptying the garbage, etc.
- Re-stocks care supplies on a daily basis
- Prepares and serves meals and snacks for patients as required, supporting the kitchen team.
- Assumes other duties as assigned by the Nurse Manager.

**Qualifications and Experience:**

Skills and Abilities:

- Has a compassionate and warm demeanor; must be willing to go “over and above” for patients and families.
- Understands and implements infection prevention and control practices;
- Understands their role in patient safety, as well as understanding the patient and family role in safety;
- Has strong assessment and communication skills
- Is physically able to transfer patients and assist with patient mobilization; must be able to physically do all aspects of the role.
- Participates in the evaluation of the patient care plan, techniques, standards and procedures by providing feedback about effectiveness and patient care outcomes.

Education and Professional Experience:

- Graduation from an accredited Continuing Care Assistant Program (CCA and/or resident care aide certificate or equivalent).
- Within the CCA scope of practice, have a solid knowledge of the principles, practices and methods of Palliative Care Nursing and the delivery of personal care service to patients.
- Preferably at least 1 year of recent experience in a similar position or life experience in which similar duties were completed
- Experience working with people at end of life is desirable.

**How to Apply:**

Please forward a cover letter and resume to [careers@hospicehalifax.ca](mailto:careers@hospicehalifax.ca) and reference “**Casual Care Team Assistant (CTA/CCA)**” in the subject line of the email.

Thank you for your interest in working with Hospice Halifax. Only those selected for the interview process will be contacted.