

Medication Aide

Summerplace Assisted Living Community

Portland, OR

Job Summary:

The Medication Aide provides medication administration and direct resident care, assists in maintaining a positive physical and psychosocial environment for residents, and upholds Prestige's core values of respect, integrity, commitment and trust.

Essential Functions:

1. Administers and/or assists with the self administration of routine and non-routine non-injectable medications by oral, rectal, or topical means in accordance with physician orders and nursing practices as directed by the health services director. In Arizona administers insulin in accordance to State Nursing regulations.
2. Completes simple nursing treatments and monitors residents' vital signs as directed by the health service director in the states where State Nursing Regulations authorize such delegation.
3. Maintains accurate records of medications and treatments administered or omitted on each resident's clinical record sheet to include the reason medication was omitted or prn medication was given.
4. Records narcotics administered or received on the appropriate controlled drug count sheet, reporting all medication errors immediately.
5. Reports and records changes in resident condition, incidents and accidents to health services director, physician and family member as indicated under the direction of the health services director.
6. Routinely communicates with physician, pharmacy and family as indicated to assure medications are received in a timely manner.
7. Provides direct resident care while promoting the resident's dignity, independence and choice, regularly observes residents' physical and mental conditions and reports changes to the health services director, expressions coordinator, or executive director.
8. Assists with or performs ADL's, takes vital signs and weights and accurately documents care services provided and observations on communication logs and incident reports.
9. Greets residents, visitors, and staff courteously, and in a manner that respects dignity, confidentiality standards and promotes individual rights. Demonstrates the mission and philosophy of the company.
10. Follows and supports community fire safety and infection control practices and promptly reports any unsafe conditions or equipment to immediate supervisor.
11. Serves meals in the dining room, assisting residents at meal time, provides resident tray delivery, and assists with dining room and kitchen clean up and maintenance.
12. Assists with tours, move-ins, move-outs, and transfers and coordinates personal care service with co-workers assisting with lifting and responds to assistance pages promptly.
13. Performs First Aid and initiates emergency response procedures as required.
14. Properly stores medications and equipment and keeps the medication room clean and orderly.
15. Removes out-dated or discontinued medications for return to the pharmacy.
16. Attends and participates in training, in-services, and staff meetings.
17. Performs other related duties as assigned.

Qualifications:

- High School diploma or equivalent with one or more years of personal care experience with older adults preferred.
- Must hold a medication pass certification and pass competency evaluation within 120 days of employment, state required training including the Revised Fundamentals of Care, Dementia Care, First Aid, CPR and HIV training if not able to provide appropriate documentation of prior training.
- Current First Aid and CPR certification.
- Food Handlers permit if required by State.

EOE/M/F/VETS/DISABLED

Personal Care Assistant (PCA)

Job Summary:

Personal Care Attendant provides direct resident care, completes assignments as a universal worker, assists in maintaining a positive physical and psychosocial environment for residents, and upholds Prestige's core values of respect, integrity, commitment and trust.

Essential Functions:

Provides direct resident care while promoting resident dignity, independence and choice, regularly observes residents' physical and mental conditions and reports changes to the Health Services Director, Expressions Coordinator, or Executive Director.

Assists with or performs ADL's, takes vital signs and weights and accurately documents care services provided and observations on communication log and incident reports. Reports and documents all incidents and accidents immediately. Assists residents to and from dining room and activities.

Performs First Aid and initiates emergency response procedures as required.

Greets residents, visitors, and staff courteously and answers phones when assigned.

Follows and supports community fire safety and infection control practices and promptly reports any unsafe conditions or equipment to immediate supervisor.

Serves meals in the dining room, assisting residents at meal time, provides resident tray delivery, and assists with dining room and kitchen clean up and maintenance.

Assists with tours, move-ins, move-outs, and transfers and coordinates personal care service with co-workers assisting with lifting and responds to assistance pages promptly.

Assists with apartment housekeeping services and residents laundry.

Attends and participates in training, in-services, and staff meetings.

Performs other related duties as assigned.

Qualifications:

High school diploma or GED with one or more years of personal care experience with older adults preferred.

Must complete and pass competency evaluation within 120 days of employment, state required training including the Revised Fundamentals of Care, Dementia Care, First Aid, CPR and HIV training if not able to provide appropriate documentation of prior training.

Current First Aid and CPR certification.

Food Handlers permit if required by State.

EOE/M/F/VETS/DISABLED

KEYWORDS: Personal Care Attendant, PCA, healthcare, health care, senior living, assisted living, memory care, dementia, entry-level, entry level

We are currently looking for caregivers for all shifts.

Thank you,

Rosalind

Rosalind Hughes Smith

Community Outreach Director

Assisted Living at Summerplace & Expressions Memory Care

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