



Inclusive

Compassionate

Progressive

Accountable

Health Care Worker Aged Care Services

Casual positions available

About the role

The Health Care Worker (HCW) provides high-quality, person-centered care to individuals in aged care, ensuring a safe, supportive and respectful environment. Working under the direction of a Registered Nurse, the HCW supports individuals with activities of daily living, monitors wellbeing, and contributes to maintaining clinical safety, quality care standards, and positive team culture.

We are looking for enthusiastic and compassionate Health Care Workers to join the team at both Jacaranda Lodge and Logan Lodge Aged Care.

Key Selection Criteria

- Certificate III in Aged Care Work.
- Enrolled Nurse or Registered Nurse student.
- Demonstrated interpersonal and communication skills
- Previous experience in health care (desirable)
- Current National Police Record Check.
- NDIS Worker Screening Check.
- Evidence of immunisation records/history as part of the Health Services Act 1988, 2020 Amendment (Mandatory Vaccination of Healthcare Workers), through either documentation or copy of serology report. It is required that there is immunisation for all vaccine preventable illnesses.

To apply for this position, email the completed Application for Employment form, Cover letter, CV and response to the key selection criteria to employment@shdh.org.au.

You will find the full position description containing the key selection criteria & application for employment form in the attached documents.

Swan Hill District Health reserves the right to commence interview immediately upon receipt of applications.

Swan Hill District Health is an equal opportunity employer committed to diversity and inclusion. We welcome applications from Aboriginal and Torres Strait Islander people, people with diverse cultural and linguistic backgrounds and people with disability.

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Position:	Health Care Worker (HCW)
Classification:	IN37-IN39 Certificate III in Aged Care
Department:	Jacaranda Lodge/Logan Lodge
Reports to:	Departmental Unit Manager
Position Summary:	The Health Care Worker (HCW) provides high-quality, person-centred care to individuals in aged care, ensuring a safe, supportive and respectful environment. Working under the direction of a Registered Nurse, the HCW supports individuals with activities of daily living, monitors wellbeing, and contributes to maintaining clinical safety, quality care standards, and positive team culture.
Responsibilities:	• Deliver safe, high-quality care in accordance with Aged Care Standards and organisational policies. • Assist individuals with activities of daily living including personal care, mobility, continence, nutrition, and comfort. • Provide 1:1 supervision where required to ensure individual safety. • Support individuals requiring higher level care (e.g. multi-person assists). • Promote dignity, independence and wellbeing in all interactions. • Monitor individuals and promptly report changes in condition to the Registered Nurse. • Assist with basic clinical tasks as delegated and within scope of practice. • Ensure all care documentation is accurate, timely and meets AN-ACC requirements. • Maintain infection prevention and control practices at all times. • Maintain a safe environment for individuals, staff and visitors. • Follow all clinical, and safety procedures (within scope). • Report incidents, hazards and risks via VHIMS in line with organisational requirements. • Participate in continuous quality improvement and accreditation activities. • Communicate effectively with individuals, families and multidisciplinary team members. • Participate as a cooperative and supportive team member. • Maintain professional behaviour and contribute to a positive workplace culture. • Maintain equipment and ensure clinical areas are clean and stocked. • Undertake additional duties as directed within scope of role. • Support learning and ongoing professional development.

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Salary/Award:	Victorian Public Health Sector (Health & Allied Services, Manager & Administrative workers) Single interested agreement.
First Nations:	Swan Hill District Health would like to acknowledge First Nations communities of Wamba Wamba, Wadi Wadi, Barapa Barapa, Latji Latji and the Tatti Tatti people on whose land, we work and live. We pay respect to all Elders past and present and honour their connection to the land and water.
Continuous Quality	• Each staff member is expected to demonstrate a commitment to best practice.
Improvement:	• All staff shall take responsibility for their own practice and share responsibility for creating and maintaining a system that provides safe, high quality health care. • All staff will participate in quality improvement activities aimed at improving patient outcomes and maintaining accreditation standards. • It is the responsibility of every staff member to be familiar with Health Service-wide and specific Department Policies & Protocols.
Person Centered Care:	The Health Service supports in its values the philosophy of Person Centered Care to ensure all people, including health service providers, clients, their carers and family members are respectfully cared for and encouraged to participate in the provision of quality health care. We recognize diversity is part of every person & as such providers of health care must be actively involved in developing models of care that are person centered.
Child Safety:	All children have the right to feel and be safe. Keeping children safe is everyone's responsibility. SHDH is committed to providing a child safe environment where children are safe and feel safe, and where their voices are heard about the decisions that affect them. SHDH have zero tolerance to child abuse. Each employee has a responsibility to adhere to this requirement. Any breach of this standard will result in disciplinary action.
Our Purpose:	Connected Care / Best Experience SHDH commits to meet the growing health care needs of our community through our new vision to provide better connected care and to achieve the best care experience.
Privacy and Confidentiality:	SHDH are committed to protecting patient and staff privacy and confidentiality, as it is an important aspect of our commitment to providing high quality services. In accordance to both the Health Records Act and the Information Privacy Act, information should only be used and disclosed for the primary purpose of its collection. Each employee has a responsibility to adhere to SHDH's Privacy and Confidentiality Policy, as it is a condition of employment. Any breach of the rules of privacy and/or confidentiality relating to health service business,

	patients or medical records will result in disciplinary action.
Mandatory Training:	All employees must be aware of and complete designated mandatory training within the required time frame.
Safety:	RESPONSIBILITIES: It is the responsibility of every staff member to: • Take reasonable care for their safety and the safety of others while at work. • Report accidents, incidents and potential hazards as soon as reasonably practicable to their supervisor and record on VHIMS reporting system. • Advise their supervisor if they have an injury or illness that may affect their ability to perform the inherent requirements of your position. • Be familiar with emergency and evacuation procedures as detailed in the Emergency Procedures Manual. • Complete all Mandatory training requirements as identified and directed. • Comply with the Occupational Health and Safety Act and all SHDH O.H. & S. online Policies and Procedures.
Asset Management:	Staff with asset management responsibilities are required to adhere to the Asset Management Policy and Protocols.
Review:	Completion of My Work Plan on a yearly basis.
Previous Revision dates: Current:	March 2021, Feb 22, Jan 2023 August 2024, June 2026
Managers Name:	
Managers Signature:	
Employees Name:	
Employees Signature:	