Health Care Support Worker (HCSW)

**Suggested Job Routine**

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| **AM Routine** | **PM Routine** |
| **0800:** * COVID Screening
* Read report-check in with nurse and get assignment
* Go to assigned area, check in with staff
* Empty full laundry bins/garbage
* Do laundry
* Porter residents to dining room
* Restock linen
* Tidy bedrooms/make beds after the residents are not in the rooms
* Put on aprons in the dining room
1. Wash residents hands
2. Hand out beverages/pour fluids as directed by staff
3. Wash hands following meal
4. Start to clear tables
* Finish emptying laundry/garbage and tidying rooms if necessary
* Ask Care staff what else needs to be done

**1000ish**: **Coffee break (talk with team)** * Socializing with residents in your assigned area or with Recreation-conversation/1:1/reading talking/paint nails
* Prior to lunch begin portering residents room
* Put on aprons in the dining room
1. Wash residents hands
2. Hand out beverages/pour fluids as directed by staff
3. Wash hands following meal
4. Start to clear tables

For Questions or clarification please reach out to Site Manager or LTCC | **1215: Lunch Break** * Assist with dining room clean up
* Check on garbage/laundry in unit
* Restock linen/tidy rooms if needed
* Continue doing laundry
* ASSIST with delivery of nourishment

**1400: coffee break** * Socializing with residents in your assigned area or with Recreation-conversation/1:1/reading talking/paint nails
* Report out observations/concerns to nurse in charge on your unit

**1545: Debrief with LTCC** **1600: Home** |