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** |