

Job Title	Healthcare Assistant
Reporting To	Ruth Henderson
Department	Enigma Healthcare
Location	Tarporley
Direct Reports	N/A

Job Summary

We are looking for highly motivated and innovative Health Care Assistants to join our team. Your job role will involve supporting Consultants and the nursing team in different specialist areas, including Dermatology, Orthopaedic, Vascular, Gynaecological. We aim to provide the highest achievable standards of care.

Main duties of the job

You will be enthusiastic and hardworking
 You will be a motivated team player with a flexible attitude and be able to demonstrate commitment to your own professional development.
 Caring and compassionate individual who delivers excellent patient care
 To assist in the running of both general outpatient clinics including Dermatology, Orthopaedic and Gynae.
 Supporting patient care delivery by running independent clinics under the supervision of nursing staff.
 To assist Consultants/Nurses during minor procedures
 Offering support to patients and answering questions
 Provide patient instructions for wound care/dressings following the procedure
 Perform blood tests and clinical observations such as BP, weight, ECG.
 To undertake non complex dressings and to document care afterwards.
 To chaperone clinics as required
 Perform ordering of consumables if required to support nursing staff
 To provide follow up phone calls following procedures
 To assist with the running of the clinic with arranging appointments when required

Personal Specifications

Essential

- Level 1 Literacy and Numeracy
- Availability on Saturdays/evenings/weekdays
- 1 year experience working at Band 2 CSW level in a healthcare setting
- Experience of working within a team
- Excellent communication skills and telephone manner
- Able to deal sensitively with patients and challenging or difficult situations
- PC literate – proficient in MS Office packages

Desirable

- NVQ level 2 Knowledge training and Experience
- Previous dermatology care experience
- Phlebotomy experience

To apply for this role please email ruth.henderson@enigmahealthcare.co.uk