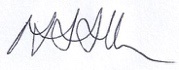
Policy on Personal Care

Building Based (B.B) Home & (Away H &A)

Document Details

Version 2

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Spectrum Days provides a specialist service, aimed at people with high level disability and complex health needs with little or no independence., They may have any of the following

Medical Needs

Disability

Limited Communication

Learning Difficulties

With high level disability and complex health needs, members are frequently incontinent to varying degrees. They may also need full or partial support to access bathroom facilities.

Members should expect consistently effective and appropriate care, treatment and support that meets their needs and protects their rights and dignity. This is achieved through the following measures:

Personal care must not be undertaken until the full mandatory training and induction has been completed.

* For all activities risk assessments are carried out and personal care stipulates how these risks be managed and reviewed on an annual basis (more frequently if needs change).
* Care plans and support are implemented flexibly and reviewed regularly in recognition of changing needs.
* When supporting the member with personal care, whatever their level of understanding, the member must be totally included in the process, either through dialogue or real objects.
* Members must be supported /encouraged to be as independent as possible and wherever any member is able to actively assist in the process of personal care they should be encouraged to do so.
* The care provided to members will be given with regard to their age, gender, religious persuasion, sexual orientation, racial origin, cultural and linguistic background.
* The carer must ensure that the environment allows privacy where personal care is taking place.
* Hygiene, cleanliness, dignity and comfort are of the highest priority regardless of the time and materials required to achieve this.
* The Service Leadr takes ultimate responsibility for an individual’s bathroom management.

**The Process**

Follow the

* Hoisting policy/procedure,
* Personal care policy/procedure
* Individual/activity risk assessments.
* The members care plan

1. Involve the member in the decision to go to the bathroom
2. Considers the space and the position of equipment.
3. Prepares the area thoroughly making sure all equipment needed is within reach
4. Ensures changing bed is clean
5. Focus entirely on the process and the member.
6. Ensures hoist is functional
7. Follows Hygiene Procedures & Wears Appropriate P.P.E.
8. Explains Procedure & Gains Consent Maintaining Member’s Privacy & Dignity
9. Reassures the Member Throughout
10. Carries Out Procedure According to The Care Plan
11. Disposes/Cleans Equipment After Use
12. Replaces Equipment In Appropriate Storage & Disposes Of P.P.E.
13. Wash hands and clean down bed. Sanitise the area and equipment