



Care



United in Purpose

Global Job Title Care Manager**Discipline** Care Workers**Sub Discipline** Management**Role Purpose**

Develop and maintain a warm, caring environment geared to meeting individual needs and provide the opportunity for maximum independence, having regard to the dignity and rights of individuals to privacy, freedom of choice and opportunity for personal expression.

At this level the role is fully accountable for the performance of a care home including the management of multiple activities such that resources are deployed and fully utilised to meet monthly and annual schedules at the required time, quality and cost consistent with business requirements. The role defines and implement the establishments strategic development plan.

Key Responsibilities and Accountabilities

1. Ensure the physical, emotional and social wellbeing of residents or tenants (service users), including ensuring meaningful interactions and activities are carried out by care staff.
2. Provide each service user with a person-centred care plan ensuring each care plan is implemented and reviewed satisfactorily.
3. Recruit and appoint staff as appropriate within establishment-agreed staffing resource levels in consultation with the Regional Director.
4. Ensure processes and plans are in place and carried out to ensure effective staff management to maximise staff and unit performance such that operational and financial targets are met.
5. Ensure the health and general welfare of service users and, where necessary, ensure timely medical interventions take place to ensure the safe management of medication through an effective control system.
6. Ensure maintenance of CQC compliance, the business dementia strategy and values are established as part of the culture of the establishment.
7. Control and report expenditure within the limits of the budgets devolved to the Home or Scheme ensuring all financial transactions are carried out in accordance with business procedures.
8. Develop opportunities for improving the standard of care, by encouraging interest and support to the Home or Scheme through the involvement of relatives, friends and the local community.

About this Role

At this level, the job leads and is fully accountable for the performance of the care home and performance of the staff within the unit.

The role carries a managerial responsibility, i.e. the role has performance and performance management responsibility for staff in the teams, full disciplinary accountability and is held responsible for the development of team members to meet their full potential and maximise unit performance.

The role must ensure management and delivery of activities consistent with and in compliance with the essential standards of quality and safety in accordance with the Health and Social Care Act 2008 (Regulated Activities) Regulations 2010 and maintain the Home or Scheme to CQC compliance as the Registered Manager.