



Health Care Assistant

Not your typical GP Practice. Not your typical HCA career

Are you an experienced Health Care Assistant looking to work with a supportive and welcoming team? Are you looking to work within a fantastic, friendly and supportive HCA team with some great people?...We could have just the opportunity for you.

What's type of person we are looking for?

We provide our patients with the very best in professional, competent and compassionate medical care. We look for people who are warm, friendly, and approachable with that reassuring demeanour for every patient. That's why we need someone who enjoys...

- Interacting with people from every walk of life
- We work in a fast, ever changing environment. It is essential our team flourish by exercising a 'Can-Do Attitude' in the face of change, any setback, challenge or new situation
- Good honest 'Team Work', where you can rely upon your colleagues and they can rely on you
- Delivering the 'Best Customer Service' for our patients and others who rely on the quality of our work

Main Duties

This post will have a bias towards working with our anticoagulation services;

- Provide a phlebotomy service
- To provide efficient, quality and evidence based care to our patients and in supporting our wider surgery team
- Perform ECG's
- Take blood pressure measurements
- Perform urine dip tests
- Perform wound dressings
- Assist doctors with minor operations
- Provide general support to the nursing and GP teams
- To enter all patient activity on our clinical system accurately
- Perform spirometry measurements
- Perform well-person checks

Reality Check:

- We are a Doctors Surgery. It is inevitable you should be comfortable in reassuring and dealing with anxious, concerned and often unwell patients
- Delivering the best service to our patients needs flexibility and you will be expected to take up a 'fair' share of covering for your team members planned and unplanned absence as they will also cover for you
- We want everyone to enjoy coming to work and you can expect a warm welcome, a friendly team with a good sense of humour and with all the support you need to enjoy and perform at your best

What we look for in your application:



- Proven background as a Health Care Assistant
- Proven record of providing excellent support and service to colleagues and a wider team
- Excellent Communication Skills
- Competent in the use of PC's and IT.
- Proven record of adhering to strict confidentiality policies
- Proven record of absolute discretion with regards to patients and colleagues
- Proven history of adapting to new ways of working, learning and adhering to policies and processes in your role
- The ability to work to deadlines and high standards

So are you in or are you out?

Job title: Health Care Assistant

Location: We have 9 surgeries across York and you will be expected to work from any to contribute to the smooth running of the service we offer to patients. Although we typically aim for you to normally work from 1 or 2 surgeries.

Hours: You will be contracted to work 12 hours per week

Monday:	6pm-8pm
Tuesday:	6pm-8pm
Wednesday:	6pm-8pm
Thursday evening:	6pm-8pm
Saturday Morning :	8am-12pm

Salary: £8.73 p/hour
+ NHS Pension

Applicants should apply by [clicking here](#) or alternatively visiting www.jobs.nhs.uk and searching Priory Medical Group, York.

Find us online: www.priorymedical.com/vacancies

Selection for Interview

The Practice recognises that discrimination of any kind is both unlawful and would act as a barrier to finding the most talented individuals for our organisation. As such, our recruitment and selection procedures exist to ensure no job applicant, employee or worker is discriminated against either directly or indirectly on the grounds of age, disability, gender reassignment, marriage and civil partnership, pregnancy or maternity, race, religion or belief, sex or sexual orientation.

A great deal of careful consideration has been invested in preparing the advert for this post based on the specification for this role and the person we are looking for.

Our selection for interview process is designed to ensure individuals are selected for interview on the merit of their application only.



If you are applying through NHS Jobs, you will notice you are asked if you would like a guaranteed interview as part of the 'Two Tick' disability scheme. Whilst this is an admirable government initiative, please be aware we are not signed up to this scheme. This is a question on the NHS jobs application form which is outside of our own control. Our own process ensures we consider candidates on the merit of their application only and we do not ask any questions regarding a disability as part of our selection process. We only give candidates the opportunity to share information regarding any disability **after** candidates are invited to interview and **only** if the candidate feels they require adjustments in the interview process