

## Resource for long-term care/assisted living staff providing supervision/direction, daily assignment, and oversight to Health Care Support Workers

This document is a resource for Long Term Care (LTC) and Assisted Living (AL) staff that work with Health Care Support Workers (HCSWs). It provides guidelines on supervision and direction, daily assignment and oversight of tasks.

### Supervision and Direction

The HCSW role has been developed to work under the supervision and direction of a long-term care or assisted living regulated health care professional. Supervision is defined as consultation and guidance by the regulated health care professional. Supervision may be direct, indirect or indirect remote. The regulated health care professional providing supervision must be an employee of the operator and be familiar with the HCSW role and limitations.

- **Direct supervision** means a regulated member is present in the practice setting at the point of care.
- **Indirect supervision** means the regulated member is available for guidance and consultation and, in a community health setting, is readily available in the same location where the care is being provided (i.e. the supervisor is physically present in the setting).
- **Supervision that is indirect remote** means that a regulated member is available for consultation and guidance but is not physically present in the location where the care is being provided and is able to be easily contacted through the use of technology (e.g. telephone, pager or other electronic means).

### Daily Assignment

The HCSW will participate as a member of the health care delivery team to compliment existing staffing levels and provide a variety of **non-clinical/non-direct** health care support tasks to LTC/AL residents to meet established care plan needs.

Daily assignment for the HCSWs will be done by a regulated health professional in long term care/assisted living (e.g. resident care coordinator (RCC), registered nurse (RN), registered psychiatric nurse (RPN), licensed practical nurse (LPN) and clinical nurse educator (CNE). The HCSW positions is not to be included in baseline staffing assignments.

### Oversight and Assignment of Tasks

Oversight and assignment of **non-clinical/non-direct** tasks to the HCSW can be provided by regulated and unregulated health professionals working in LTC/AL that are familiar with the HCSW role and limitations.