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**WHAT IS A PERSONAL ASSISTANT?**

A Personal Assistant assists people with their everyday life. This can include helping with shopping, household tasks and help with personal care such as bathing and getting dressed. They also support people to access community resources such as libraries, community activities and leisure facilities. PAs can also support people to work and maintain their independence. Whatever service is required, the PA enables their service user to maintain choice and control.

All PAs must go through a number of checks, including a Disclosure and Barring Service (DBS) check. Personal Assistants must also sign up to a Code of Conduct to ensure that they meet the standard of care including the promotion of rights and independence, confidentiality, safeguarding, and risk.

**The role of a Personal Assistant** (Dependent on Client Needs)

* Personal care, including assistance with personal hygiene and healthcare tasks.
* Support to assist with living independently as far as possible, including assistance with housekeeping, social and leisure activities, attending appointments and help with correspondence.
* Generally assist with overall comfort and well-being; providing interest and activities to stimulate and engage.
* Ensure individuals are able to make informed choices to assess and to manage their self-care needs.
* Support and enable individuals to develop necessary confidence and skills to look after themselves.
* Advise individuals how to access support networks and find the support and services which are best for them.
* Support and assistance to maximise independence and choice.