



Personal Assistant Factsheet – The Personal (Care) Assistant Role

Who are personal (care) assistants?

A Personal (care) Assistant, or PA, is a person who enables and supports a person to achieve the important personal goal of independence as well as the opportunity to lead their lives on their terms. A PA can be employed by one or more individuals (the employer/s) living with a disability through direct payments. For the PA and the employer, it can be a deeply rewarding experience.

It is important to note that the PA's role and the support that they provide will vary depending on their employer's needs. The opportunity to focus directly on the needs of an individual, the diversity of the role and flexibility (e.g. part-time hours) is what often attracts people to this type of work.

What is a direct payment/direct payment holder?

Direct payments are money payments paid by the council to pay for individuals care and support. Direct payments mean that the holder is in charge, giving them more choice and control over the care they receive. Direct payment holders may use their direct payment to employ a PA. A direct payment holder can employ more than one PA to support them. Personal (care) Assistants can be employed by more than one direct payment holder.

Benefits of being a PA

Flexibility:

As a PA, you can work around your other commitments. This means you can specify the hours that you are available to work. You can also work for more than one person if you wish.

Variety:

There are opportunities to conduct a range of work for different people with different needs and requirements, and even work with someone with common interests to you.

Job satisfaction:



Being employed by the person you care for means that you will be there when they need you, where you can fulfil your tasks well without needing to rush off. You can also develop a longer-term professional relationship with your employer.

Qualities of a PA

- Respectful of people's dignity
- Thoughtful and considerate
- Enjoys assisting people
- Happy to adapt your working style according to another person's requirements
- Open to different ways of communicating
- Willing to ask questions when you do not understand things
- Willing to ask the direct payment holder for activities and tasks they would like to undertake with you and prepare accordingly
- Able to build a good trusting relationship with the direct payment holder / employer and any other members of their family or team of PAs

The types and ranges of tasks may include the following

- Household – including but not exclusively;
 - Food preparation
 - Shopping
 - Household / domestic work
 - Dealing with paperwork and correspondence
 - Looking after pets
- Social / Leisure / Education – including but not exclusively;
 - Assistance in taking part in leisure activities
 - Meeting friends, personal (care) support at college or university
- Personal Care – including but not exclusively;
 - Assistance in getting in and out of bed
 - Dressing and undressing
 - Washing, bathing and showering
 - Assistance with using the toilet



Where can I get more information?

Disability Action Haringey can be contacted regarding Personal Assistant support and connect you with employment opportunities.

Address: 33 Winkfield Road, Wood Green, N22 5RP

Email address: info@d-a-h.org

Telephone number: 0203 355 0071

If you would like to find out more about finding and recruiting a personal (care) assistant, please visit find-a-pa, a digital Personal (care) Assistants (PA) Platform.

<https://www.find-a-pa.co.uk/haringey/haringey/>

If you are a carer and would like more information on receiving support, please contact **Haringey Carers First**.

Haringey Carers First.

<https://www.carersfirst.org.uk/haringey>

Phone: 0300 303 1555

Email: hello@carersfirst.org.uk

Address: Resource Hub, 1 Russell Road, Leyton, E10 7ES

Skills for Care:

The Skills for Care website provides more information for Personal Assistants:

[Personal assistant toolkit \(skillsforcare.org.uk\)](https://www.skillsforcare.org.uk)

This information is presented in a range of toolkits. If you are unable to access the Skills for Care website, you can call 0113 245 1716