



St. Andrew's Autism Centre (SAAC) is a non-profit organisation for the education, training, and care of persons with autism and their families.

SAAC comprises St. Andrew's Autism School (SAAS) and St. Andrew's Adult Autism Services (SAAAS), serving children, youths and adults with autism. SAAAS runs two Day Activity Centres (DACs) at Siglap and Sengkang, and St. Andrew's Adult Home (Sengkang), Singapore's first residential facility designed and built to meet the needs of adults of autism.

SAAC seeks to enable people with autism to lead dignified and meaningful lives.

We invite interested and qualified persons to join us to meet the physical, social, emotional and spiritual needs of our students, clients and residents; to provide behavioural support, life skills training, family support and public education.

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## **STAFF NURSE ST. ANDREW'S ADULT HOME (SENGKANG)**

### **JOB DESCRIPTION**

- Assist in the supervision of all Care Staff (CS)
- Provide care for residents - attend to medical emergency, administer medicine, and provide basic medical care
- Ensure full compliance to nursing, infection control, safety requirements and regulations
- Review and evaluate the effectiveness of the existing SOP, service standards and performance indicators for nursing staff with Head of Department
- Maintenance and update of residents medical files
- Part of the Admission Committee and Case conference team
- Provide inputs to residents' Individualised Care Plans (ICP) and ensure that the ICP are well executed by the CS
- Conduct relevant training for staff
- Packing and endorsement of medication
- Provide endorsement of medication both on- or off-shift, when required.
- Provide assistance to residents during mealtime/ outings/ events and provide guidance to CS
- Liaise with caregivers of residents to meet the needs of the residents and provide feedback to the multidisciplinary team accordingly
- Ensure incident report is put up and submit to Head of Department within stipulated timeline





## ST. ANDREW'S AUTISM CENTRE

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- Escort residents to caregivers/ back to residential area with Care Staff after Home leave, outing, visits and etc if required
- Oversee the development of activities/ program to keep residents engaged and active
- Ensure the intervention plans/ activities/ program developed by multidisciplinary team are executed correctly by CS (e.g. behavioural intervention plans, daily living skills plans, transition plans etc)
- Monitor the effectiveness of the intervention plans/ activities/ program/ Individualised Care Plans (ICP) and provide timely feedbacks to multidisciplinary team accordingly
- Foster harmonious staff relationship and working morale
- Any other duties as may be assigned from time to time

### JOB SPECIFICATIONS

- Must be a diploma/degree graduate in Nursing and a Registered Nurse with the Singapore Nursing Board
- Candidate with supervisory skills will be of advantage
- PC literate and proficient in Microsoft Office applications
- Able to work weekends and Public Holidays when required
- Shift Work required

Remuneration and point of entry will commensurate with qualifications and experience. Interested applicants, please send your resume and relevant supporting documents to: [careers2@saac.org.sg](mailto:careers2@saac.org.sg)

All applications will be handled with strict confidence. We regret that only short-listed candidates will be notified.

Services of St. Andrew's Mission Hospital  
and Singapore Anglican Community Services

- Medical Services
- Senior Services
- Psychiatric Services
- Autism Services
- Family and Children Services

Scan for full listing

