



CARE AWARE® TOP TEN TIPS

1. Follow the CARE AWARE® processes and do your best to stick to the contract/summary card (non-negotiable)
2. Keep client/carer fully informed at all times (especially arrival and departure - Turn up at the agreed time)
3. Consider planning of work carefully
4. Refer to sign posting if you think its relevant to the client
5. Don't be afraid to check/ask with more experienced colleagues
6. If you move furniture etc, make a map or take a picture to put it back in the same place when you have finished
7. Clean up at the end of each day
8. Place signage as and where required (consider carefully)
9. Keep your care aware ID card with you at all times
10. Take all waste with you when you leave

And finallyTake all waste with you when you leave