

# Self-Employed PA Service Agreement Template

**This agreement is between Service User: .....and Care Provider....., regarding the care service.**

## RESPONSIBILITIES AND DUTIES

- Assistance with washing and dressing
- Assistance with transfer from the bedroom to the sitting room
- Daily medication and treatment of any conditions arising, including sores.
- Managing incontinence, including changing pads
- Preparation of meals and assistance with eating and drinking
- Monitoring intake of foods and fluids, with particular attention to regular hydration
- Daily monitoring of the condition and any changes in behaviour or medical concerns. including any occurrences of delirium, development of sores, swelling, coughing
- Liaising with GP and Health Visitors when required
- Liaising with the pharmacy and collection medication when required
- Supporting well-being, including enabling.....to watch tv and listen to music and ensure he/she is warm and comfortable
- Supporting mobility, including an exercise where possible
- Monitoring the well-being and safety of ..... in person or via monitor
- Updating Agency Carers on conditions and requirements, when providing handovers
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Add or delete as required

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## REMUNERATION

The care provider will be remunerated as follow:

Hourly rate:

Bank holiday hourly rate:

Hours per week:

## CONFIDENTIAL INFORMATION

The care provider has a duty of non-disclosure of information related to the service user's health, and finance unless the information aims for safeguarding reasons or received authorisation and consent from the service user and their representative (if applicable).

## TYPE OF AGREEMENT

This is [an open ended, or fixed term] agreement. [if fixed term, includes the dates here.....]

## TERMINATION OF THE AGREEMENT

The Service Provider or Service User will provide at least 24 hours' notice.

**Care provider name and**

**signature.....**

**Service user or representative name and**

**signature.....**

**Date.....**