

Mathew Odia

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Profile

Dedicated and compassionate caregiver with 6 years of experience providing exceptional care to individuals facing various health challenges. Possessing a genuine passion for enhancing the quality of life for those in need, I am committed to delivering personalized, patient-centered care.

Experience

SHELTERS INTAKE ATTENDANT | HOPE MISSION | FEBRUARY 2024 – PRESENT

- Conducted intake assessments for individuals seeking shelter and services, ensuring accurate documentation of personal details, history, and needs.
- Provided crisis intervention, de-escalating situations and offering emotional support to clients facing mental health, addiction, or homelessness challenges.
- Collaborated with caseworkers, medical staff, and social workers to develop individualized plans for clients, connecting them to necessary resources such as housing, food, and health services.
- Assisted in managing shelter capacity by organizing bed assignments, ensuring safe and respectful environments for all residents.
- Maintained client confidentiality and followed organizational policies and procedures in handling sensitive information.
- Monitored client behavior and wellbeing, responding to emergency situations with appropriate actions and reporting incidents to supervisors.
- Supported administrative functions such as filing, data entry, and preparing reports for management and funding purposes.
- Ensured compliance with privacy and confidentiality standards outlined by FOIP and the Health Information Act.
- Documenting all objective interactions with clients, whether by phone or face to face, on ETO a Web based case management software.

CAREGIVER | URBANE MEDICAL CENTER | MARCH 2017 – MAY 2020

- Reported family issues and safety hazards to supervisor.
- Completed light housekeeping duties in residences, such as dishwashing, sweeping.
- Observed and documented client behaviors.
- Supported physically disabled clients with cleaning, feeding, bathing and toileting
- Helped clients accurately take medication
- Provided emotional, physical and mental support to clients
- Provide adjunct care for the patient, including ice packs, non-sterile dressings and therapeutic baths.
- Check vital signs and record daily information in the patient's chart.
- Assisted the nurses and other staff as needed.
- Provided care for clients with dementia, stroke, down syndrome, Parkinsons. Fed client, bathed client, provide companionship to client, assist client in physical activities like walking.
- Help patients with personal hygiene. Provide patients with bedpans, help with baths, shampoos and showers

- Assist clients with daily living activities. This includes delivering meals to patients, turning and ambulating patients and providing plenty of fresh water, as well as extra nourishment between meals

CAREGIVER | GOD'S POWER HOME CARE SERVICES | MAY 2020 – DECEMBER 2023

- Provide compassionate assistance to individuals with diverse health conditions, including Alzheimer's, Parkinson's, and mobility challenges.
- Collaborate with healthcare professionals to ensure adherence to prescribed care plans and medication schedules.
- Foster a positive and supportive environment by engaging in meaningful conversations, recreational activities, and companionship.
- Maintain detailed records of care provided, ensuring accurate documentation for care plans and healthcare reporting.
- Assist those with disability in moving around and ensuring their needs are met.
- Cleaned and organized resident rooms, replaced soiled linen and removed trash from all rooms.
- Assessed resident well-being, including vitals, weight, and daily input/outputs; document and report changes in health status to supervising healthcare providers.
- Observed and reported residents' behavioral, emotional, and physical statuses, documented restraint usage and related intervention
- Provided preventative care to residents by positioning and applying skin care treatments to prevent/treat sores.
- Assisted residents to complete activities of daily living, including personal hygiene, feeding, and toileting.

Education

High School Certificate

Skills & Abilities

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| • Time Management and Organizational Skills | • Documentation and Data Entry Proficiency |
| • Teamwork and Interpersonal Skills | • Compassionate Communication and Active Listening |
| • Conflict Resolution and Problem Solving | • Familiarity with social and behavioral disability |
| • Standard First Aid & CPR/AED Level C | • Knowledge of social work ethics and principles |
| • Proficiency in Microsoft Office and case management software | • Cultural competence and sensitivity to diverse populations |
| • Physical stamina | • Attention to Detail |
| • Patience | • Crisis Intervention and De-escalation Techniques |
| • Committed to service | |

Certification

Standard First Aid & CPR/AED Level C
WHMIS
Respect In The Work Place (BAHD)

References

Available upon request