

STAFF INFORMATION

MARCH 2017

COORDINATION ASSISTANTS

I need to clarify the roles and responsibilities of CA's to counteract some confusion that has arisen.

House Coordination Assistants (HCA's)

HCA's are attached to the following homes and work as directed by the Direct Service Coordinator:

Dianne Crow	Grace Avenue
Des Donohoe	Hogg Street
Maurie Wise	West Mooreville Road
Jodi Garland	Calder Road
Ian Robson	William Street, Rundle Road, Lugana Crescent
Donna Plapp	Greenway Avenue, Kindred Road
Nadene Jones	Flinders Drive
Ros Connley	Easton Avenue
Chris Willsher	Studio 38a
Stephen Clarke	Latrobe Units, Torquay Road
Karen Clarke	Roberts Court

General Coordination Assistants (GCA's)

GCA's can be called on by the Direct Service Coordinator, Direct Service Manager or General Manager to carry out negotiated tasks across the service.

They are not the CA of the home that they work in unless asked to step into that role by the Direct Service Coordinator. Any concerns or ideas they have should be discussed the HCA.

Dennis Thompson
Lou Cleary
Rod Jeffries
Jodi Roberts
Zenon Aleska

Authorised by: Neal Rodwell – General Manager.

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