

JOB DESCRIPTION AND PARTICULARS OF APPOINTMENT

- Job Title: START Reablement Practitioner
- Post Number: P23301
- Grade and SCP: Grade 6 SCP 8 - 11
- Directorate: Care & Wellbeing

Where your role fits at Shropshire Council

At Shropshire our priority is to be a 'best value' authority that delivers, enables, and influences for Shropshire and its residents by:

- Being financially stable and sustainable
- Having clear priorities and purpose
- Supporting and enabling our workforce to excel

Recognising the challenge across local government today. This starts with our Improvement Plan to address immediate challenges, while ensuring a focus on the future and how the Council will need to look, feel, and operate to best serve the needs of the county and its residents, and being aware of changes in national policy.

Our Shropshire values: PROUD

- Partnerships
- Respect
- Opportunities
- Understanding
- can Do

Aim to unify the workforce, support transformation, improve trust, and build a modern, sustainable Council.

As a member of the START (Short Term Assessment and Reablement Team) within Care & Wellbeing, you will support the achievement of these key priorities, making a real difference to the lives of people in Shropshire.

START is Shropshire Council's inhouse domiciliary care provider which supports people to regain lost skills, learn new ones, and generally increase their ability and independence. The service is available 365 days a year.



START work with people, in their own home utilising a person centred, strength and asset-based approach. START provides a number of services:

START Reablement

The START reablement approach supports people to do things for themselves. It is a 'doing with' service, in contrast to traditional home care which tends to be a 'doing for' service. START Reablement services help people to retain or regain their skills and confidence so they can learn to manage again after a period of illness.

Rapid Response

This service aims to avoid unnecessary hospital admissions and safely support people in their own home. This is a joint partnership between Shropshire Community Health Trust and Shropshire Council. Nurses, care coordinators and support workers, across both organisations work together to ensure a seamless service that provides a rapid assessment, treatment, and care program of support to stabilise and support people during an acute episode of ill health

Admission Avoidance

This service within START, aims to avoid unnecessary hospital admissions. Short term support will be arranged after a person becomes suddenly ill, preventing the person going into hospital whilst they are supported to regain independence

Bridging Service

START, supports people to be safely discharged from hospital whilst they are awaiting their previous care provider to restart their existing package of care to facilitate hospital discharges

Domiciliary Service

This service supports people with a short-term package of care whilst they are awaiting their long-term provider to be identified package of care

Overview of your role

The main purpose of this position is to provide Shropshire Council countywide residents aged 18 and over, an intensive short-term, person-centred, strengths-based package of care that promotes and maximises independence and wellbeing

The people requiring support will have been assessed as requiring short term support to help them regain the level of independence they had before they became unwell or to achieve their personal new level of independence.

Irrespective of diagnosis, reablement practitioners are to assist people to regain and retain skills to continue to live as they wish. The multi-skilled practitioners are to enable the individual to perform acts of daily living like, self-care, cooking, washing, dressing, administering medication and mobilising about the home. By encouraging the promotion of self-care skills



Who will your manager be and what will you be responsible for?

You will be:

- Reporting to line manager who is in turn responsible for your health and safety, training and development.
- Responsible for completing within expected timescales all mandatory corporate and role specific training. Training requirements will be detailed in your corporate induction and Personal Development Plan (PDP). Courses are accessed via the council Learning Management System via the Intranet.

What will you be doing?

Support people throughout Shropshire in a crisis to remain at home preventing hospital admission and supporting hospital discharges. To provide a high standard of personal care to clients in a respectful and sensitive manner.

Holistically support individuals using a person-centred, strengths-based approach that promotes and maximises independence and wellbeing. To and enable service users to improve or maintain their mobility through exercise and the use of mobility equipment.

To Rebuild confidence and independence after a spell of illness, deterioration in health, an injury, a hospital admission, or an acquired disability. To monitor the physical and emotional well-being of all clients in order to be aware of changes and to alert senior colleagues when necessary.

Liaise with multiple health, and social care professionals such as district nurses, pharmacists and GP's and social workers to enhance communications with multi-agency working ensuring that the person is in the centre of the package of care and support.

Respond and liaise with emergency services dealing with emergency situations with 111, 999 and West Mercia Ambulance Service. Communicate with Shropshire Fire and Rescue service if safe and well visits have been identified

Record, complete and document initial home documentation such as risk and hazard identification records, medication administration charts and feedback to formulate risk assessments.

Reablement Practitioners report and feedback verbal, written and electronic documentation of holistic observations throughout the persons reablement journey. All information is shared with the Multi-Disciplinary Team and provides up to date and relevant information to facilitate continuation of rehab and informed decision making of the service user's journey. This in turn provides information to Multi-Disciplinary Teams and colleagues with regards to service users progression this in turn informs their decision making.



To rapidly respond to people in their own homes with care and support needs including those at end of life.

Lone working reablement practitioners are to safely administer, dispose, record and monitor effectiveness of medication to clients and ensure stock items under your control are ordered and available. To ensure confidentiality and document record keeping is of a high standard. Whilst liaising with START Management team when arising issues. This includes Warfarin and controlled drugs.

Direct Catheter care and provide advice and guidance to the people requiring support in this area with effective record keeping of their personal progress record keeping.

Recognise, be aware of any situations, incidents and report any concerns of person with care and support needs in line Shropshire Council policy and procedure.

There will be some clerical and administrative tasks related to this role using both IT and paper-based systems.

Mentor and shadowing new members of the team during induction periods. Teaching and development of skills and knowledge to the wider team.

Work with colleagues to ensure the team functions successfully in support of the Councils corporate and service objectives.

To comply with safe systems of work in accordance with Departments Health and Safety policies and procedures.

To develop an understanding and awareness of issues related to equal opportunities and anti-discriminatory practice and to demonstrate this in carrying out your duties.

To participate in identified training and continuing personal and professional development with the expectation of achieving Diploma Level 3 or equivalent in Adult Care and the Care Certificate.

To have a flexible approach to hours and locations worked, to meet service delivery 365 days of the year.

The above duties are an illustrative outline and are not an exhaustive list. You will be expected to become involved in a range of work to enable the service to respond effectively to the changing requirements of the Council and changes affecting the workforce.

What we expect of you

You will:

- adopt a customer focused approach when delivering your service, ensuring engagement with service users and maintenance of an appropriate personal profile,



- act as an advocate for your service and work collaboratively with colleagues across the whole Council to meet the needs of the people of Shropshire,
 - meet individual, service and personal development targets agreed through the Personal Development Review Process, learn from experience and are committed to continuous improvement individually and as an employee of the Council,
 - work with colleagues to meet your team's key performance indicators, support a culture of team working and ensure the team functions successfully in support of the Council's corporate and service objectives,
 - meet the behaviours and competencies adopted by the Council in the way in which they achieve their objectives and carry out their work.
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- A priority for the Council is the protection of vulnerable people, ensuring they are able to live as independently as possible. The post-holder will promote and engage with Council's responsibility to safeguard the welfare of children, young people and adults, and protect their right to be safe from harm.

What are your conditions of Service

The conditions of service are those laid down by Shropshire Council, which have been adopted and amended as necessary from those laid down by the National Joint Council for Local Government Services.

Your post is subject to the following:

- The post is permanent for 35 hours per week,
- Normal office hours are 7am until 10pm Monday – Sunday, 365 days per year.
- The post is subject to the Council's annualised hours scheme as implemented within the specific work area.

This post carries eligibility to join the Local Government Pension Scheme. Information about this will be sent with any formal offer of appointment.

Annual leave entitlement is a pro rata flat rate scheme of 207 hours (28 days) annual leave plus bank holidays, with five days extra awarded to those staff with five years local government service giving an entitlement of 244 hours (33 days). Two days of an employee's allowance (pro rata for part time staff) must be taken at Christmas for any potential Christmas closures. Employees who work in a building/service which is required to open over the Christmas period, the two days leave (pro rata) can be carried over into your next leave year but must be used by the end of March.

The appointment is subject to one months' notice in writing on either side.

The appointment is subject to six months' satisfactory probationary service during which time the notice period will be one week on either side.

Smoking is not allowed in Council buildings, in Council vehicles or in any Council place of work.



It is a condition of your appointment that you provide a suitable vehicle for the performance of your duties and that this is readily available for use during normal working hours. You are entitled to claim for reimbursement of the costs of travel on council business at the rate of 45 pence per mile.

What pre-employment checks will we undertake?

The appointment is subject to receipt of the following pre-employment checks.

1. Satisfactory employment references,
2. Medical report,
3. Evidence of the qualifications required for the post/listed on your application form,

This post is exempt from the Rehabilitation of Offenders Act 1974 and as such all applicants who are appointed to this post will be subject to an **Enhanced Disclosure** from the Disclosure and Barring Service before the appointment is confirmed. This check will include details of cautions, reprimands or warnings as well as convictions and non-conviction information. Once appointed, the successful applicant(s) will also be required to apply for an Enhanced Disclosure at pre-determined intervals during the course of their employment whilst in this post.

Supplying false information or failing to disclose relevant information could be grounds for refusal and could amount to a criminal offence. (This level of disclosure is mainly needed should the role require access to the GCSX e-mail as advised by Information Governance).

