**JOB DESCRIPTION**

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| **Details of the job** | |
| Post title: | Specialist Moving and Handling Assessor |
| Salary grade: | £33,366 - £35,235 |
| Hours: | 37 hours |
| Location: | Haylock House, Kettering Venture Park, Kettering NN15 6EY  *This will be a community role covering North Northamptonshire* |
| Reports to: | Clinical Lead Occupational Therapist |
| Service area: | Therapy North, Adult Social Care |

**Overall purpose of the post**

1. To complete highly skilled and specialist moving and handling assessments with the implementation of safe interventions which promote choice and independence, supporting people to live well for longer whilst reducing, where possible, the need for hospitalisation or long-term residential care.
2. **Collaborate with partners to drive cultural change and deliver cost-effective, high-quality care that meets Care Act standards 2014, through targeted training to effectively support and develop the workforce across North Northamptonshire to ensure sustainable adult social care.**
3. To contribute to the development, implementation and delivery of proportionate care, using a single care approach to improve the quality of care delivery in North Northamptonshire.

**Principal responsibilities**

1. Undertake and complete highly skilled and specialised moving and handling assessments to people with a wide range of complex medical conditions, in accordance with all relevant legislation and eligibility criteria.
2. To produce and implement appropriate and safe moving and handling care plans, to achieve outcomes based on the single care approach. This includes making decisions to reduce care packages where it is safe and appropriate to do so.
3. To facilitate safe and appropriate interventions which enable people to optimise their independence; this will include caseload management, updating and maintaining accurate electronic records, issue of specialist equipment, minor adaptations and specialist advice. Reviews of these interventions may be required.
4. Provide coaching on safe moving and handling techniques and use of the single care approach to ensure people’s needs are being met and that the service is delivered within required standards. This will require the ability to communicate effectively with people, relatives, carers, legal guardians or any other relevant professionals.
5. Provide advice, support and guidance to service areas and partners to identify learning and development interventions to meet service needs and legislative requirements. This will be under the guidance of the Clinical Lead Occupational Therapist.
6. Identify and report poor practice as appropriate, raising concerns to the Quality Team at North Northamptonshire Council, under the guidance of the Clinical Lead Occupational Therapist. This will involve working with providers to address poor practice, provide support and ensure risks are managed.
7. Support with the delivery of training sessions on proportionate care to colleagues, service providers and outside agencies to enable them to practice using a single care approach safely to deliver a high standard of care. Continually evaluate training sessions to ensure they are fit for purpose and learning and development for all staff is monitored and reviewed to enable the service to meet changing needs/standards.
8. To support colleagues with complex moving and handling and use of a single care approach; this could be advice on manoeuvres, problem solving, issue of equipment, assistance to manage conflicting situations with people, family and care providers and advising when it may be appropriate to escalate.
9. To maintain an accurate record of any package of care reductions, cost avoidance, or maintenance of care, which include financial and/or care hour savings. Collect accurate and timely data and information to contribute to department service standards and procedures.
10. To ensure all communication is delivered in a timely and appropriate way using all the available media such as e-mail, telephone, written and face to face contact.
11. Demonstrate awareness and understanding of equal opportunities and other people’s behavioural, physical, social and welfare needs.
12. Ensure that reasonable care is taken at all times for the health, safety and welfare of yourself and other people, and to comply with the policies and procedures relating to health and safety within North Northamptonshire Council.
13. Carry out any other duties which fall within the broad spirit, scope and purpose of this job description and which are commensurate with the grade of the post.

This job description reflects the major tasks to be carried out by the post holder and identifies a level of responsibility at which they will be required to work. In the interests of effective working, the major tasks may be reviewed from time to time to reflect changing needs and circumstances. Such reviews and any consequential changes will be carried out in consultation with the post holder.

# PERSON SPECIFICATION

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| Grade | £33,366 - £35,235 |
| Hours | 37 |
| Service Area: | Therapy North, Adult Social Care |

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| **ATTRIBUTES** | **ESSENTIAL CRITERIA** | **DESIRABLE CRITERIA** |
| **Education and Qualifications** | A Level or equivalent.  Computer skills and the ability to use all Microsoft products to a high standard.  This post will require satisfactory DBS clearance.  Car driver with a full drivers licence, with  access to a vehicle. | ROSPA Level 3 Award: Safer  People Handling Trainers |
| **Experience and Knowledge** | Experience of working within Health and Social Care  Experience in complex moving and handling assessments, with examples of safe and efficient practice  Experience of writing moving and handling plans (following assessment), with examples of safe and efficient practice/  Experience of using complex specialist equipment.  Knowledge of the legislative Frameworks which inform safe moving and handling practice.  Experience of collaborative working across/between agencies to achieve outcomes for individuals and the service. | Knowledge of minor and major adaptations or providing specialist advice.  Experience of supervision of staff. |
| **Ability and Skills** | The ability to objectively evaluate equipment options to find the best solutions to reduce risk.  Ability to manage a caseload effectively, including the prioritization of tasks within tight deadlines.  Skilled in independently organizing and maintaining a structured daily workload to ensure timely and efficient service delivery.  Excellent written and verbal communication skills, excellent interpersonal skills and an awareness of complex and sensitive issues with consideration for equality, diversity and human rights.  Experience of collaborative working across/between agencies to achieve outcomes for individuals and the service. | Ability to use moving and handling legislation, best practice and guidance to complete an individualised moving and handling plan.  Ability to deliver practical demonstrations on safe use of equipment / use of a single care approach to care providers, working collaboratively. |
| **Equal Opportunities** | Ability to demonstrate awareness and understanding of equal opportunities and other people’s behaviour, physical, social and welfare needs. |  |
| **Safeguarding** | Demonstrate an understanding of the safe working practices that apply to this role.  Ability to work in a way that promotes the safety and wellbeing of children, young people and vulnerable adults. |  |