**Vacancy Description**

**Title**

Social Care Assistant (Hospital Integrated Discharge Team)

**Service Area/School**

Adult Social Care & Health - Adult Social Care

**About Us**

Bexley is an outer London Borough with the best of both worlds, located between the hustle and bustle of London and the Garden of England, Kent. Within the borough we have award winning parks, open spaces and listed heritage sites.

**About the Role**

The London Borough of Bexley is looking for Social Care Assistants to work within our Hospital Integrated Discharge Team.

Bexley Adult Social Care understands ‘personalisation’ means personal choice, so we have redesigned services aiming to offer people who use Bexley services increased options, choice and control about the care and support they receive and how this support is delivered.

Forward thinking: Bexley Adult Social Care has since 2017 worked in an integrated way with our health partners, pooling budgets and offering matrix management through our Bexley Care model.  This supports practitioners to offer strengths-based, solution – focused, creative support options to individuals.

At Bexley we understand that we still have a way to go to ensure people who need support from adult social care are fully involved and co-producers of services, our starting point has been to work with a consortium of Bexley voluntary services who, on the Council’s behalf, undertake assessments and reviews ensuring that those people are able to live their ‘best lives’.

We value and recognise that our staff are our greatest asset, we pride ourselves in growing, developing and supporting reflective practitioners through our Professional Standards Academy and so we are keen to engage and broaden our pool of reflective and talented social care assistants to provide the best support to our most vulnerable residents.  This means that you will have experience of delivering services to people with differing and diverse needs, be dedicated to continual learning and pro-active in developing your practice skills and knowledge.

Please refer to the Job Description attached for more information.

For an informal discussion about the role please contact 02030453622 or email laura.castello@bexley.gov.uk

**Job Description**

Management Grouping: Adult Social Care & Health

**Department**: Adult Social Care

**Post Title**: Social Care Assistant

**Reporting to**: The Social Care Assistant is responsible for reporting to the Senior Practitioner(s) for the day-to-day performance of his/her duties to service users. Overall management of the Team is undertaken by the Team Manager.

**Bexley’s Hospital Integrated Discharge Team:**

The Hospital Integrated Discharge (HID) Team covers any hospital in the UK where any ordinary residents of Bexley might be admitted to or have an A&E attendance to, and will work collaboratively with health colleagues to facilitate safe discharges in a timely manner.

Queen Elizabeth Hospital (QEH), Darent Valley Hospital (DVH) and Princess Royal University Hospital (PRUH) are the main referring hospitals, however, referrals from any other hospitals with ordinary residents of Bexley are also accepted.

There is an agreement for the HID Team to also cover some Mental Health Units from Oxleas, and mainly those specialised in Dementia Care for those 65+, and Shepherleas Ward and Holbrook Ward and Scadbury Ward are our main referring mental health units.

Also, the HID Team covers all inpatient rehabilitation units too, being Meadowview Unit in Queen Mary Hospital for physical rehab and Blackheath Brain Injury Rehabilitation Centre for neuro rehab the main referring units.

The team is based within the grounds of Queen Elizabeth Hospital (QEH), Woolwich, Royal Borough of Greenwich, and provides outreach to the other hospitals and units mentioned above.

Driving is not essential but there are parking facilities on site if the worker opts for this option, as well as mileage.

The team operates a hybrid model of work, consisting of some days office based and some days working from home, however there is a minimum of one day per week of mandatory attendance to the office which is a fixed day for the whole team.

**Main purpose of the job /** **Major Duties and Responsibilities:**

To work in the Discharge to Assess model of work and complete face to face assessments for clients discharge from hospital to review their packages of care, and allocation of cases are done in a weekly basis, an average of 3 cases per week.

To assist with practical tasks to help and support timely discharges from hospital.

To work alongside health colleagues in a collaborative manner.

To work with service users and their carers promoting and maintaining their dignity and independence.

To complete assessments on carers, recognising the importance of their role and possible impact of caring in their wellbeing.

To devise innovative packages of care in consultation with service users and carers, which will meet the individual needs of the service user and carers and will be personalised and person-centred.

To consider best value and cost effectiveness of services when devising packages of care, to ensure these are provided within the available council budget and resources, including the use of Individual Budgets.

To ensure that packages of care are strength based and maximise the service users’ ability to function independently, considering minimising dependence of services and/or carers.

To give advice and information, and signpost people to appropriate provision in the voluntary and independent sectors.

To carry out statutory duties, this will include the safeguarding of adults’ policy and procedures.

To ensure effective and efficient use of time and resources.

To provide reports and necessary documentation as per request and in a timely manner.

To follow departmental procedures and guidelines in all aspects of work.

To identify shortfalls in resources in meeting service user/community needs.

To maintain and develop community and preventative support through direct work and liaison with other agencies both statutory and voluntary.

To accept and contribute to supervision and guidance within the procedures and policies of the department.

To make a positive contribution to service development within the Team.

To participate in and contribute to team functioning, goals and objectives.

To maintain high professional standards.

To carry out any other duties as required.