

**Job Description**

**Job Title:** Wheelchair Assessor

**Salary Grade:** Grade 6 - 8

**SCP:** 22 - 35

**Job Family:** People Care

**Job Profile:** PC 3/4

**Directorate:** Neighbourhoods

**Work Environment:** Agile

**Reports to:** Team Manager

**Number of Reports: 0**

**Purpose:**

To manage complex and higher risk cases to maintain or improve the wellbeing of vulnerable clients.

**Key Responsibilities:**

* To undertake complex and higher risk assessment work as directed and under the supervision of the Team Manager.
* To undertake Assessment and Care management functions in relation to people with physical disabilities and prepare appropriate reports and records of involvement with customers and carers.
* To undertake the role of Practice Educator for undergraduate Occupational Therapists where appropriate.
* To undertake assessment for provision of specialist wheelchairs with some other enhanced prescribing rights at the direction of the Team Manager.
* To provide information to the person and their carer in order to promote safe mobility and successful community living.
* To deal with diverse and complex situations and provide suitable responses in order to problem solve mobility and postural/seating issues
* To participate in relevant training courses and assist in the delivery of training for others.
* To assist in the induction of new employees within the service under the supervision of the Team Manager.
* To take an active role in project related activities within the service under the direction of the Team Manager.
* The post-holder may be required to perform duties appropriate to the post other than those stated above and undertake duties at other locations.
* A Commitment to continuous improvement.
* To promote and champion a positive organisation – wide culture that reflects the Council’s values.
* The post holder must act in compliance with data protection principles in respecting the privacy of personal information held by the council.
* The post holder must comply with the principles of the Freedom of Information Act 2000 in relation to the management of Council records and information.
* The post holder must carry out their duties with full regard to the Council’s Equal Opportunities Policy, Code of Conduct, Child Protection Policy and all other Council Policies.
* The postholder must comply with the Councils Health and safety rules and regulations and with Health and Safety legislation.
* To comply with the principles and requirements of the Data Protection Act 2018 and GDPR in relation to the management of Council records and information, and respect the privacy of personal information held by the Council

Updated January 2020