 <b>Stockton-on-Tees</b> BOROUGH COUNCIL		<b>JOB DESCRIPTION</b>
<b>Directorate:</b>  <b>ADULTS AND HEALTH</b>		<b>Service Area:</b>  <b>REABLEMENT SERVICES</b>
<b>JOB TITLE: Reablement Support Worker</b>		
<b>GRADE: F</b>		
<b>REPORTING TO: Reablement Services Manager / Reablement Co-ordinators</b>		
<b>1.</b>	<b>JOB SUMMARY:</b> To provide personal care and low level therapy support, in accordance with the Reablement Support Plan, to people to enable them to regain /maximise their independence.	
<b>2.</b>	<b>MAIN RESPONSIBILITIES AND REQUIREMENTS</b>	
	1.	To implement the Reablement Support Plan in both undertaking actual tasks and enabling the person, at the appropriate stages of their Reablement journey with:- Low level exercises; Personal care and hygiene; Preparation and cooking food; Prompting medication, as required; Daily household tasks.
	2.	To provide social and emotional support to service users.
	3.	To discuss future goals and concerns with service users and their family/carers, where appropriate, as they leave the service having regained their independence identifying potential referrals to other services and well-being concerns.
	4.	To monitor service user progress each visit in relation to their Reablement Support Plan :-  Determining the level of support required; Encouraging and enabling independence with tasks; Providing social interaction; Recording progress and issues on contact records; Assessment of service user progress in relation to independence at each visit; Following notification procedures for visit management changes, phasing and ending of service in accordance with protocols; Reporting immediate concerns to Co-ordinators.
	5.	To use technology / equipment in a person home and in order to undertake the job role.
	6	To take responsibility for being aware of visit allocation scheduling in accordance with working rota.
	7	To maintain records as required in undertaking the job role.
	8	To work in a supportive and collaborative way with other professionals to enable a service user to remain in their own home.
	9	To take reasonable care of client's health and safety by undertaking and completing the necessary Risk Assessments, as appropriate.
	10	To comply with such requirements determined by the Care Quality Commission responsible for Social Care inspection.

	11	To follow all relevant statutory, policy, codes of practice and procedure guidelines associated with the operation of the service.
	12	To co-operate in ensuring service aims and objectives are implemented.
	13	To ensure that all customers both internal and external, receive a consistently high quality level of service, commensurate with the standards required by Stockton-on-Tees Borough Council.
	14	To take reasonable care of your own health and safety and co-operate with management, so far as is necessary, to enable compliance with the authority's health and safety rules and legislative requirements.
	15	To undertake such personal training as may be deemed necessary to meet the duties and responsibilities of the post.
	16	To undertake such other duties and responsibilities commensurate with the grading and nature of the post.

### 3. GENERAL

**Job Evaluation** - This job description has been compiled to inform and evaluate the grade using the NJC Job Evaluation scheme as adopted by Stockton Council.

**Other Duties** - The duties and responsibilities in this job description are not exhaustive. The post holder may be required to undertake other duties from time to time within the general scope of the post. Any such duties should not substantially change the general character of the post. Duties and responsibilities outside of the general scope of this grade of post will be with the consent of the post holder.

**Workforce Culture and supporting behaviours and Code of Conduct** – The post holder is required to carry out the duties in accordance with Workforce Culture and supporting behaviours, code of conduct, professional standards and promote equality and diversity in the workplace.

**Personal Development** – As defined by the Council's Culture Statement, all employees will take responsibility for their own development

**Customer Services** – The post holder is required to ensure that all customers both internal and external, receive a consistently high quality level of service, commensurate to the standards required by Stockton on Tees Borough Council.

**Policies and Procedures** – The post holder is required to adhere to all Council Policies and Procedures.

**Health and Safety** – The post holder has a responsibility for their own health and safety and is required to carry out the duties in accordance with the Council Health and Safety policies and procedures.

**Safeguarding** – All employees need to be aware of the possible abuse of children and vulnerable adults and if you are concerned you need to follow the Stockton Council's Safeguarding Policy. In addition employees working with children and vulnerable adults have a responsibility to safeguard and promote the welfare of children and vulnerable adults during the course of their work.

	Name:	Signature:	Date
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Job Description written by: (Manager)			
Job Description agreed by: (Post holder)	.....	.....	..... .

**Job Description dated        xx 2018**



## PERSON SPECIFICATION


Job Title/Grade	Reablement Support Worker	F
Directorate / Service Area	ADULTS AND HEALTH	REABLEMENT SERVICES
Post Ref:		

	ESSENTIAL	DESIRABLE	MEANS OF ASSESSMENT
Qualifications	<p>Good general education, including basic literacy and numeracy qualifications</p> <p>Level 2 Diploma in Health and Social Care or equivalent.</p>	<p>HSC 3407/375 Support Use of Medication in Social Care Settings.</p> <p>Level 3 Diploma in Health and Social Care or equivalent</p> <p>Candidates without these qualifications will be required to undertake them. The medication training commencing as soon as possible after commencing as it is essential to the job role</p>	<p>Application Form</p> <p>Certificate Check</p> <p>Interview</p>
Experience	<p>Experience of working directly with adults, including personal care</p>	<p>Experienced in supporting families to build and maintain positive relationships with their family member</p>	<p>Application Form</p> <p>Certificate Check</p> <p>Interview</p>

<p>Knowledge &amp; Skills</p>	<p>Knowledge of good practice that underpins adult care in care settings</p> <p>Knowledge of how to implement support plans and risk assessments</p> <p>Good communication skills (oral and written)</p> <p>Ability to take guidance and instruction from management</p> <p>Ability to work alone , whilst using initiative, or as part of a team</p> <p>Ability to understand and implement support plans.</p> <p>Ability to undertake and implement risk assessments</p> <p>Ability to maintain records</p> <p>Ability to encourage and promote independence</p> <p>Be prepared to accept structured supervisions and appraisals</p> <p>A willingness to undertake any training commensurate with the post</p>	<p>Knowledge of and experience of the assessment, care planning and review systems for adults.</p> <p>Knowledge of the pressures and the difficulties families face supporting adults who wish to remain living at home</p> <p>Knowledge of the legislation that underpins adult care in care settings</p> <p>Knowledge of sign language</p> <p>IT and use of assistive technology skills (Job holders will be required to undertake training to the required skill level to use assistive technology in a person home and for recording purposes on commencing the job).</p>	
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Specific behaviours relevant to the post	Person focused Approachable Friendly Enthusiastic Positive approach and motivated Positive role model for staff and service users Reliable honest and flexible		Application Form Certificate Check Interview
Other requirements	Driving licence Able to work at short notice to cover sickness and holidays. Able to work a 7 day rota system The job involves working directly with adults and therefore is subject to an enhanced DBS check.	Flexible to cover sleep-overs, if required	Application Form Certificate Check Interview

**Person Specification dated            2018**

 <b>Stockton-on-Tees</b> BOROUGH COUNCIL	<b>KNOWN RISKS FOR THIS ROLE</b>
<b>DIRECTORATE:</b> Adults and Health	<b>SERVICE AREA:</b> Reablement
<b>JOB TITLE:</b> Support Worker	
<b>GRADE:</b> F	
<b>JOB LOCATION / BUILDING:</b> Tithebarn House	
<b>REPORTING TO:</b> <i>Managers Job Title: Reablement Manager</i>	

The following are the known risks for this role as identified through a Risk Assessment. More than one risk may apply. Where there are no known risks this will be indicated.

Known Risks - which require Baseline Health Surveillance Screening before or at start of employment and ongoing health surveillance with Occupational Health		
Known Risk	Yes	No
<b>Noise:</b> Employee is likely to be regularly exposed to noise above the exposure action level. (Daily or weekly exposure of 85dB)		/
<b>Vibration:</b> Employee will be exposed to vibration above the daily Exposure Action Value (EAV) of 2.5m/s <sup>2</sup> A(8) 9		/
<b>Respiratory:</b> Employee will be exposed to Hazardous Substances such as machine generated wood dust, mineral dust, solder flux, glues, resins, cutting oils, latex.  (Those working with respiratory/skin irritants or sensitizers as defined by COSHH)		/

Known Risks which require a Medical Assessment with Occupational Health prior to starting employment and ongoing assessment during employment.		
Known Risk	Yes	No
<b>HGV/LGV/Fork Lift Truck/Passenger Carrying Vehicle/Minibus (Group 2) Licence Drivers:</b> Employee will be required to drive an HGV/LGV/FLT/PCV/Minibus.		/
<b>Asbestos:</b> Employee likely to be exposed to asbestos. Work with asbestos' includes: <ul style="list-style-type: none"> <li>○ Work which removes, repairs, or disturbs asbestos</li> <li>○ Ancillary work (work associated with the main work of repair, including maintenance work on equipment)</li> <li>○ Supervisory Work (work involving direct supervision over those removing, repairing, or disturbing asbestos)</li> </ul>		/

Known Risk	Yes	No
<b>Lead:</b> Employee likely to be exposed to lead or lead based products (handling, processing, repairing, maintenance, storage, disposal) The lead must also be in a form in which it is likely to be: <ul style="list-style-type: none"> <li>o Inhaled, e.g., lead dust, fume or vapour.</li> <li>o Ingested, e.g., lead powder, dust, paint or paste; or</li> <li>o Absorbed through the skin, e.g., lead alkyls or lead naphthenate.</li> </ul> The regulations do not apply to work with materials or substances containing lead where, because of the nature of the work, lead cannot be inhaled, ingested, or absorbed.		/
<b>Confined Spaces - Safety Critical:</b> Employee will be required to work in a <b>confined space</b> where specialist equipment or breathing apparatus is needed.		/
<b>Working at Heights - Safety Critical:</b> Employee will be required to work <b>at a height</b> .		/
<b>Blood-borne viruses:</b> Employee is at risk of exposure to Blood-borne viruses e.g., needle stick injury, human bite, contact with human blood or other bodily fluids and sewerage.	/	

Other Known Risks		
Known Risk	Yes	No
<b>Council Vehicles or transport that does not require a Group 2 licence:</b> Employee will be required to drive a Council vehicle or regularly transport service users/clients/pupils in their own vehicle as part of normal duties.		/
<b>Food Handlers:</b> Employee will be preparing and handling food <i>Food Handlers Questionnaire to be completed and sent to Occupational Health</i>	/	
<b>Night Workers:</b> Employee will be regularly working at night <i>Optional Night Worker Questionnaire available</i>		/
<b>Lone Working (including Home Working):</b> Employee will be required to work alone.	/	
<b>DSE Users:</b> Employee will be required to use Display Screen Equipment (DSE) <b>DSE Training and assessment should be completed on commencement – arranged by manager</b>		
<b>Any Other:</b> Please identify any other known risks associated with this job role.		

**As the manager of this post, I declare that the details above are an accurate reflection of the risks associated with the post.**

Signature of Manager: Sue Dixon

Date: 26/4/23

**For any queries related to this form, please refer to the Known Risk Managers Explanatory Notes, or email the Occupational Health Department:**

[Occupational.Health@stockton.gov.uk](mailto:Occupational.Health@stockton.gov.uk)