Cumberland Council

Post Specification

Date	**September 2020**
Post Group Number	**7138**
Post Title	**Trusted Assessor**
Job Family	**People Care and Development**
Job Family Role Profile	**PCD10ii**
Final Grade	**11**

To be read in conjunction with the job family role profile

Service Area description

The trusted assessor role will operate as part of Cumberland Home Improvement Agency services and will facilitate individual needs assessment from all sectors of the health and social care system.

Purpose of this post

To function within the Home Imporvement Agency service as a trusted assessor, working with, referring health professionals and direct applications from members of the public to carryout needs assessments and casework for disabled adaptation grants. and, The post holder will supporting and facilitating timely assessments into all health and social care providers, community and building based.
The role is to work as part of an integrated team and ensure individuals receive support from the most appropriate service enabling the best possible outcomes for each individual.

Key job specific accountabilities

1. Undertake Trusted Assessor assessments and support individuals to access Disabled Facilities Grants, home adaptations and other housing-related interventions that enable them to live safely and independently within their own homes. Ensure that recommendations are proportionate, appropriate to the individual's needs and circumstances, and promote independence, wellbeing and improved quality of life through a strengths-based approach that builds on the capabilities of the individual, their family and wider community support networks.

2. Build and sustain relationships with all stakeholders to develop trust and communication across the health and social care system as a whole. Ensure communication with the individual and families is timely, accurate and transparent.

3. As an integral part of the triage process in the Home Improvement Agency, work creatively as part of the team to proactively resolve any delays in the flow which would impact on the individual receiving the support required in the correct place in a timely manner. Reducing any impact on the optimal outcomes not being achieved for the individual and creating additional pressure within the health and social care system.

4. Autonomously apply strong analytical and assessment skills to determine which service is the most appropriate required. Utilise positive risk taking factors to maximise outcomes for individuals. Complete all corresponding paperwork to ensure all staff working and individuals are safe. Ensure that, at all time, any independent decision-making is evidence based and the post holder will be required to deal independently with unanticipated issues.

5. Liaise with social care and health teams to ensure any statutory assessments are undertaken for the appropriate pathway and making sure eligible needs are met and recorded accurately. The post holder will at times, be required to provide evidence based challenge to stakeholders across the system to ensure the correct pathway is utilised to maximise outcomes for the individual.

Please note annual targets will be discussed during the appraisal process

Key facts and figures of the post

Budget Responsibilities	• Non- financial – identify reductions in ongoing support for individuals, tailor support interventions to maximise efficiency in service delivery.
Staff Management Responsibilities	• None
Other	•

Essential Criteria - Qualifications, knowledge, experience and expertise

- Level 4 Trusted Assessor or a willingness to achieve within 6 months of appointment
- Manual Handling Keyworker
- Knowledge of the Disabled Adaptation grant framework and the work of Home Improvement Agencies
- Practical experience in the workplace with vulnerable people in a clinical setting.
- Experience of practical problem solving and demonstrating the ability to prioritise cases and workload.
- Experience of partnership working or multi-disciplinary team approaches.
- Experience of confident decision making in a fast paced, highly pressured, changing environment.
- Good communication including interpersonal skills with all stakeholders.
- Demonstrate ability to analyse information and data accurately to support with decision making.
- Concise written communication and effective IT skills.
- Have the ability to demonstrate effective time management skills, punctuality and ability to work to deadlines
- Ability to create and maintain a culture that enables and empowers staff and customers alike
- Ability to network effectively with multi-disciplinary organisations and contribute to effective team working'
- Be able to demonstrate an extensive understanding of changing needs of individuals and the impact of this on their health and wellbeing
- Awareness of relevant national and local policies and legislation relevant to area of work including health and safety and the impact on system flow
- Ability to deal with some challenging behaviour and situations where confrontation may arise
- Minimum Level 4 qualification or a willingness to work towards OR a considerable period of relevant working experience

Disclosure and Barring Service – DBS Checks

- This post requires / does not require a DBS check.

- The level of check required is:
    - DBS Enhanced - Adults

Job working circumstances

Emotional Demands	Some exposure to service users who may be distressed/ disadvantaged
Physical Demands	None
Working Conditions	Some exposure to confrontation/challenging behaviour The post will be working within a highly pressurised fast paced environment

Other Factors

- There will be a need to respond to staff and situations urgently that will not always be accessible via public transport, therefore there is a requirement to travel independently via a

motorised vehicle due to the geographical dispersal of the staff and service users throughout the division.