

Kent County Council

Job Description: *Enablement Assessment Officer*

Directorate:	Adult Social Care and Health
Unit/Section:	Kent Enablement Services (KES) / Home from Hospital
Grade:	KSE
Responsible to:	Senior Enablement Worker

Purpose of the Job:

The Home from Hospital service supports individuals 18 and older who have been assessed as having unmet social care needs defined by the National Eligibility Criteria for Adult Social Care following a social needs assessment.

Home from Hospital works with people who are currently in-patients at psychiatric hospitals and wards, to identify enablement goals and agree their enablement plan. Post-discharge, support will continue with the person to assist them to regain, maintain and develop independent living skills, and avoid future hospitalisations.

The post holder will also, as capacity allows, provide enablement support in the community to people with mental health diagnoses, learning disabilities and autism.

Main duties and responsibilities:

- Work across psychiatric hospitals and wards in Kent: Littlebrook (Dartford), Darent Valley (Dartford), Priority House (Maidstone), St Martin's (Canterbury), QEQM (Margate), and other psychiatric wards as required. Begin enablement towards the person's agreed goals in hospital, with enablement support continuing into the community where required.
- Enable people with complex needs to work towards achieving the goals and aspirations that they have set for themselves in their enablement plan, once they are stable on the ward. Working flexibly to ensure that people engage effectively with an agreed enablement plan. Support is reviewed at regular intervals to determine if the person continues to require support, if they require OT support, or if their plan can be closed.
- Work within a person-centred approach to empower people in relation to identified needs through interventions which enable daily living activities, health promotion, benefit maximisation and welfare rights and encourage involvement in social activities, education and employment. Positively promote independent living within the community and enablement for people to become socially included.
- Work independently in the hospital, liaising with hospital staff, Early Discharge and Planning Team (EDPT), and other social workers or professionals as needed, including joint working/visits when required.
- Work with adult social care and health teams, including Strategic Partners, Public Health, Clinical Commissioning Groups, other primary care organisations, and the wider community to achieve an integrated response to maximise people's independence.

- Review current needs and desired outcomes which will inform the appropriate level of support required. Where adaptations such as equipment, or domiciliary support are identified, these should be documented and recommendations made to the Occupational Therapist Service for them to action.
- Where required, provide up to four weeks post-discharge intensive support to the person in the community. At closure of programme, identify recommendations to the Senior Enablement Worker where further enablement support, or other support (such as a Care Needs Assessment) has been identified, and with any recommendations to extend support with a KES support worker for up to an additional eight weeks.
- Complete Care Needs Assessments and support plans as required, when eligibility has been confirmed for individuals accessing KES services.
- Monitor, record, and contribute to the evaluation and review of people's progress against the agreed enablement plan, encouraging and supporting people to be actively involved in this process. Notify the professionals involved of any changes together with copies of contact notes and case records so that appropriate action can be taken.
- Develop and maintain an extensive knowledge of available resources within the community, in order to offer the broadest range of options to people. Support the Kent Enablement Team, and IIS colleagues when required.
- Liaise with partner agencies including health, housing, and the voluntary sector, as requested by senior staff, to support integration initiatives and achieve the best outcomes.
- Promote equality for all people, respect confidentiality of information, recognising people's rights and choice and respecting their personal beliefs and identify and challenge discriminatory views in the community, in order to foster equality, diversity and rights.
- Attend and participate in training sessions, team meetings, appraisal/personal development meetings, and supervision. Assist in the training of, and provide advice to, colleagues, as directed.
- Promote health, safety and security in undertaking work activities and in the work environment by undertaking ongoing environmental risk assessments in people's homes to ensure personal safety and safety for other workers and the people you support. Raise any safeguarding concerns with the professionals involved with the person or the safeguarding coordinator in a timely manner.
- Actively engage in learning lessons from complaints and compliments received by the service.

Footnote: This job description is provided to assist the job holder to know what their main duties are. It may be amended from time to time without change to the level of responsibility appropriate to the grade of post.

Kent County Council

Person Specification: *Enablement Assessment Officer*

The following outlines the criteria for this post. Applicants who have a disability and who meet the criteria will be shortlisted.

Applicants should describe in their application how they meet these criteria.

	CRITERIA
QUALIFICATIONS	• Level 3 Diploma in Adult Care or willingness to work towards this. • Competent in literacy and numeracy • A commitment to undertake continuing personal development
EXPERIENCE	• Experience working with people with neurodiversity, Mental Health, and Learning Disability. • Working in a multi-agency environment/partnership. • Experience of undertaking assessments. • Experience working in the community. • Experience of completing Enablement Plans • Experience working in an inpatient environment
SKILLS AND ABILITIES	Ability to communicate effectively with people, carers, colleagues, and partner agencies through written and verbal communications, utilising current KCC recording systems. Ability to gather and assimilate information to complete and develop SMART Enablement Support Plans. Ability to build and develop effective working relationships across a wide range of internal and external partners. Good observational and functional assessment skills. Ability to prioritise workload and work effectively under own initiative and as part of a team. IT skills and effective use of Microsoft Teams. Ability and commitment to support the KCC Equality and Diversity Policy Statement which is an integral part of the Directorate's service delivery. Ability to travel across a wide geographical area in a timely and flexible manner to ensure that the needs of the service are met, including evening and weekend working when required.

KNOWLEDGE	An evidenced based understanding and application of key policies, legislation and statutory guidance, and eligibility criteria relating to provision of support to people, including the Care Act, Mental Capacity Act and DOLs Understanding of Person-Centred Planning and approaches Awareness of local resources available in the community Knowledge of potential safeguarding issues and understanding of the referral process. Awareness of data protection and confidentiality issues.
KENT VALUES AND CULTURAL ATTRIBUTES	Kent Values: • We are brave. We do the right thing, we accept and offer challenge • We are curious to innovate and improve • We are compassionate, understanding and respectful to all • We are strong together by sharing knowledge • We are all responsible for the difference we make Our values enable us to build a culture that is: Flexible/agile - willing to take (calculated) risks and want people that are flexible and agile Curious - constantly learning and evolving Compassionate and Inclusive - compassionate, understanding and respectful to all Working Together - building and delivering for the best interests of Kent Empowering - Our people take accountability for their decisions and actions Externally Focused - Residents, families and communities at the heart of decision making (If this document is being used for recruitment purposes, examples of Behaviours which support the Kent Values will need to be demonstrated within the context of this post)