

## Kent County Council

### Job Description: *Social Worker, Early Discharge Planning Team*

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<b>Directorate:</b>	<b>Adult Social Care and Health</b>
<b>Unit/Section:</b>	<b>Disabled Children, Adults Learning Disability &amp; Mental Health</b>
<b>Grade:</b>	<b>KR9</b>
<b>Responsible to:</b>	<b>Team Leader</b>

#### **Purpose of the Job:**

Provide professional advice and support to inpatient colleagues and independent sector partners, service users and carers in order to work in co-production to maximise access to community and wellbeing resources in support of person-centred recovery planning. Manage a caseload of various levels of complexity under supervision as outlined in the Standards for Employers of Social Workers. This will include person centred assessment, planning, implementation and evaluation of appropriate action, to ensure that resources are utilised effectively to empower the service user and to safeguard, promote welfare and aid safe timely discharge from hospital. The post-holder should be working at the level of capability set out in the Professional Capability Framework and the Kent Social Care Capability Framework for "Social Worker".

To work in partnership with KMPT and CCG colleagues to ensure that there is a multi-disciplinary approach to safe discharge.

#### **Main duties and responsibilities:**

- Develop strong links with locality voluntary sector and primary care services in order to offer an integrated response to service users and carers which promotes independence and empowers individuals to develop their own recovery plans and to prevent the need for ongoing involvement with statutory mental health services.
- Manage a Mental Health caseload to include complex and diverse cases. This will include the assessment, development and review of care and support plans and community care and residential packages, in collaboration with primary and secondary care colleagues, KMPT and CCG colleagues, Kent Enablement and the voluntary sector staff, to effectively meet the social care needs of the service users and their carers in line with the capabilities set out in the Professional Capability and Kent Social Care Capability Frameworks. Monitor the use of resources to ensure their effective utilisation in line with service delivery requirements.
- Assist enquiries into safeguarding and self-neglect concerns under the direction of the locality designated senior officer, ensuring adherence to the requirements of the Care Act and multi-agency safeguarding protocols.
- Provide a range of written and verbal reports to inform multi agency decision making including risk.
- Undertake other duties appropriate to your role.

- To take responsibility for Delayed Transfer of Care and to develop practice to reduce DToC and re-admission to hospital.
- Contribute to and review the development of the early discharge planning service to achieve a more effective use of resources and to develop joint working practices with a range of other services to ensure a holistic approach to service users and their families/ networks, including those in transition between services.
- Participate in integrated working with Primary and Secondary Care services, District Councils, commercial and private sector and voluntary organisations in order to facilitate effective service delivery to service users and carers in line with the Care Act.
- Actively participate in, and contribute to supervision and team meetings, to ensure that the service utilises a robust evidence and research base to inform the interventions offered and to ensure that continuous professional development is maintained.
- Ensure information systems and client records are effectively maintained in accordance with Families and Social Care policy in order to provide up-to-date and accurate information, upon which decisions affecting service delivery can be made.
- Maintain a personal awareness of legislation, policies and procedures, particularly those relating to the Care Act, the Mental Capacity Act, safeguarding and self-directed support in order to apply a strong evidence base to ensure consistency and a high quality of service delivery.
- Attend regular in-house core training courses and compile a portfolio of evidence, supported by experiences in the field to achieve progression through the Professional Capability Framework/ Kent Social Care Capability Framework to the Experienced Social Worker level including commitment to train for the AMHP, where required.

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

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### Person Specification: *Social Worker, Early Discharge Planning Team*

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

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

	<b>CRITERIA</b>
<b>QUALIFICATIONS</b>	<p>Degree in Social Work and registration as a Social Worker with the Health &amp; Care Professional Council</p> <p>Successful completion of the capability assessment for the Assessed and Supported Year in Employment or working towards.</p>
<b>EXPERIENCE</b>	<p>Post-qualification practice in Mental Health</p> <p>Evidence of experience of safeguarding practice and the application of the Care Act and Mental Capacity Act in practice.</p>
<b>SKILLS AND ABILITIES</b>	<p>Good interpersonal skills in order to communicate effectively with clients and colleagues, and when working in groups</p> <p>Ability to work within a framework of social work ethics and values, including confidentiality</p> <p>Ability to apply an evidence base and reflect on practice</p> <p>Ability to prioritise and to work effectively on own initiative as well as within a team</p> <p>Good report-writing skills and the ability to communicate clearly verbally and in writing</p> <p>Computer literacy</p> <p>Willingness to attend regular training opportunities</p> <p>Ability to meet deadlines</p> <p>Ability to travel across a wide geographical area in a timely and flexible manner at various times of the day</p> <p>The Directorate is committed to an Equal Opportunities policy which regards people as individuals regardless of age, ethnic origin, cultural values, disability, gender, sexual orientation or religion. It is therefore essential that the post holder recognises that equal opportunities are an integral part of the Directorate's service delivery and relationship with the public. The post holder will be expected to work within anti-discriminatory practice.</p>

<b>KNOWLEDGE</b>	<p>A working knowledge of the Social Care and Mental Health legislation.</p> <p>A working knowledge of models of mental disorders and treatments, and approaches to social work intervention</p> <p>Working knowledge of Health, directorate and corporate policies and procedures and practice.</p> <p>Familiarity with recent research</p> <p>Awareness of Data Protection and confidentiality issues</p>
<b>BEHAVIOURS</b>	<p><b>Kent Values:</b></p> <ul style="list-style-type: none"> <li>• We are brave. We do the right thing, we accept and offer challenge</li> <li>• We are curious to innovate and improve</li> <li>• We are compassionate, understanding and respectful to all</li> <li>• We are strong together by sharing knowledge</li> <li>• We are all responsible for the difference we make</li> </ul>

**Addendum:**

- Being part of an evolving, exciting service, which has a focus on high quality social work interventions with inpatients.
- Developing collaborative working relationships with inpatient services.
- Ensuring support to service users and carers which draw on community resources in order to achieve the most positive outcomes in the timeliest way.