

**Age UK Leeds**

**Job Description**

**Job Title: Support Worker Hospital to Home Service (H2H)**

**& Moving Forward services**

**Accountable to: H2H Manager & H2H Care Coordinators**

**Location: St James Hospital, Leeds**

**Hours: 25-28 hours per week on a 7day rota basis**

# Job Purpose

**To support families/carers to provide care pending implementation of a package of care (POC) enabling an earlier discharge and preventing readmission. providing low level needs care within their home.**

**Provide support to individual clients to facilitate a timelier discharge from the wards.**

**Transport and settle from hospital to their home. Transport clients in to the hospital to attend outpatient appointments.**

**Main Duties and Responsibilities**

1. Assess an individual’s needs and in collaboration of the shared care plan decide on the best care and outcomes we as a service can provide liaising with the client, family and/or carers throughout.
2. Agree with the Care Coordinator the immediate support needed and provide this accordingly. This can include transporting/escorting home and practical help to assist them settling back in at home.
3. Provide short term support (up to 7 days) with daily living and on-going emotional support following discharge. Supporting the older person to re-establish themselves within their home and be confident. Whilst promoting independence practical support will be required (excluding personal care) this could include shopping, cleaning, laundry, preparing meals, attending health appointments as well as providing ‘home comfort checks’ pre discharge to ensure any urgent issues preventing discharge can be addressed – heating, falls risk etc.
4. Work closely with hospital medical and adult social care teams to identify clients who are medically fit for discharge but needing support on their return home whilst they await the POC to commence.
5. Liaise closely with care providers, social workers and other professionals to determine the agreed date their care will commence and provide an effective handover of support and care provided by Hospital to Home service.
6. Collect medication from hospital pharmacy/wards and deliver to clients homes.
7. Actively promote the service to encourage referrals and raise the profile of the new Hospital to Home service.
8. Collate and input data and complete relevant paperwork for individual clients supported.
9. To recognise the particular needs of clients from minority groups, and ensure that appropriate support is offered to them and to work closely with other agencies .
10. In conjunction with other social care staff, provide, obtain and highlight sources of information and advice for older people/carers on all matters relating to their caring role, health and social care, housing, financial matters, living with long term conditions and leisure activities.
11. To participate in evaluation and analysis of the service at appropriate intervals, including organising user consultation, and making recommendations for feedback to appropriate bodies about the development of the service.
12. To maintain accurate records, both via the in-house database and hardcopy, to collect routine data for the monitoring and evaluation of the service and to produce reports as required.
13. To participate in internal and external supervision and training opportunities.
14. To work in accordance with health and safety at work practices at all times
15. To support AUKL’s approach to a broad, visible diversity and equality agenda and to ensure that all of Age UK Leeds's services take account of the needs of the whole community.
16. To attend regular team meetings and contribute in a positive and respectful way.
17. To maintain awareness of other AUKL services and activities.

***No job description can be entirely comprehensive and the job holder will be expected to carry out such other duties as may be required from time to time and which are broadly consistent with the job description and status of the post within the organisation***