

JOB DESCRIPTION & PERSON SPECIFICATION

Job Title	Post Hospital Care Assistant
Reporting to (Job Title):	Post Hospital Team Coordinator
Grade	£9.71 per hour
Hours of work	Shift 09:30 – 13:30 Contracted number of 4-hour shifts by agreement (including weekends)
Place of work	Community Patients discharged from Kettering General Hospital
Purpose of role	Being in hospital can be disorientating and disempowering for anyone, but for the older generation it can be additionally challenging. Your role is to work alongside patients recently discharged from Kettering General Hospital to help them to achieve their full potential and to minimise dependence upon long term care provision
Main tasks & responsibilities	<ul style="list-style-type: none"> • To work in partnership with other Age UK Northamptonshire teams at Kettering General Hospital • To be involved in the assessment process of patients prior to their discharge from hospital • To work responsively with people in their own homes and able to distinguish between wants and needs in respect of ongoing provision • To provide personal care as needed. This may include, but not exclusively: <ul style="list-style-type: none"> ○ Washing and dressing ○ Meal preparation ○ Assistance with toileting ○ Assist with mobility and transfers ○ Bed making, commode emptying and other tasks associated with care provision • At all times to encourage the individual to do as much as they can for themselves • To give clear feedback to the team Coordinator on a regular basis in line with procedure and process • To report to supervisor or senior staff member any concerns or significant changes to the client's health and well-being. • To complete written documentation as required by the service to ensure continuity of high-quality client care • To maintain the confidentiality of the client and their carer at all times • To undertake training as required for the role, and to participate in team meetings, supervision and support networks • Although every effort will be made to minimise travelling, carers will be expected to travel as the service demands.
<p>The tasks and responsibilities shown above are not exhaustive and should be regarded only as a guide. The jobholder will be expected to undertake any reasonable activities according to the needs of the service at the time. These will be subject to periodic review, and may be amended to meet the changing needs of the service. The jobholder will be expected to participate in this process, and Age UK Northamptonshire would aim to reach agreement as regards any changes.</p>	

ATTRIBUTES	Desirable or Essential	How this will be tested
<u>Education and Qualifications</u> Good General Education to GCSE level Care Certificate (or a willingness to undertake upon appointment) Willing to undertake training associated with role	D D (E) E	AF AF (I) AF (I)
<u>Experience</u> Experience of working with older people Experience of care work Hands on experience and life skills	D D E	AF/I AF/I AF/I
<u>Abilities and Skills</u> Full driving licence and access to a vehicle Ability to work alone, but also as part of a team Empathy; understanding the behaviour of others, and the reasons behind this, being able to move people on to independence Good interpersonal skills, and the ability to record accurately both verbally and in writing Good levels of physical fitness in order to comply with manual handling instructions and to provide personal care Flexible and adaptable, with the ability to work on own initiative Problem solving skills Knowledge of working within the voluntary sector	E E E E E D D	AF AF/I I I/T I I AF/I AF/I
<u>Equal Opportunities</u> An understanding of equal opportunities, and the ability to work in an appropriate and sensitive way with all users of the service	E	I

Prepared By: Su Brazell	Date: 15.10.21
Authorised By: Heather Whyment	Date: 18/10/21

A = Application Form, I = Interview, R = References