



Bradford Teaching Hospitals
NHS Foundation Trust

PERSON SPECIFICATION

Post Title: Band 3 Senior Healthcare Assistant

Department, Location: Children & Young Person's Unit, Bradford Royal Infirmary.

An Equal Opportunity Employer

Bradford Teaching Hospitals NHS Foundation Trust positively welcomes applications from Disabled People and will make reasonable adjustments to posts in compliance with the Equality Act 2010.

E or D indicates whether a selection criterion is 'Essential' to the job role or 'Desirable'.

As a minimum a candidate must meet the essential criteria for the post to be recruited.

Experience	How Identified	E/D
Experience of working as part of a team	Application /Interview	E
Experience, knowledge, and awareness of patient care need, e.g., patient monitoring	Application	E
Experience of dealing with members of the public	Application/Interview	E
Experience in a paediatric setting	Application/Interview	D
Experience of working in a NHS/healthcare setting or equivalent.	Application	E
Experience of communicating professionally with others.	Application/Interview	E

Skills - Includes Analytical & judgemental Skills, Communication & Relationship Skills, Physical Skills,	How Identified	E/D
Excellent communication skills.	Interview	E
Numeracy and literacy skills.	Application	E
Ability to organise and manage own workload.	Application/Interview	E
Basic IT skills.	Application/Interview	E
Ability to prioritise tasks and assess daily what is most urgently required by the unit.	Interview	E
Ability to work independently and as part of a team.	Interview	E
Exceptionally high standards related to cleaning and hygiene.	Interview	E

Knowledge <i>Includes Knowledge & Training</i>	How Identified	E/D
Ability, commitment, and aptitude to learn all elements of the healthcare assistant role	Application/Interview	E
Understanding of Information Governance and Confidentiality	Application/interview	E
Commitment to learn about Information Governance and strictly adhere to trust policy.	Interview	E
Understanding of equality and diversity issues and how this affects patients, visitors, and staff	Interview	E
Understanding of what the NHS Constitution means to you, and your responsibilities to the public, patients, and colleagues.	Interview	E
Understanding of why exceptional hygiene standards are important	Interview	E
Knowledge of how to deal with the medical equipment currently used on the unit in respect of cleaning and assembly.	Interview	D
Knowledge of how to order and monitor consumables/ medical equipment	Interview	D

Qualifications	How Identified	E/D
Basic Maths and English.	Application	E
Care certificate*	Application	D
QCF/NVQ Level 3 Health/Health and Social Care or QCF/NVQ Level 3 Child Care (or equivalent)*	Application	E

Values and Behaviours (some of these standard core values may be demonstrated in meeting other criteria cited on this person specification)	How Identified	E/D
We are one team <ul style="list-style-type: none"> • We trust each other and work together • We talk clearly and honestly. • We make every penny count. • We get better all the time 	Application form/ Interview	E
We care <ul style="list-style-type: none"> • We are kind and compassionate. • We take ownership and keep our word. • We are passionate, proud and committed. • We say thank you. 	Application form/ Interview	E
We value people <ul style="list-style-type: none"> • We respect each other and our patients • We embrace difference • We support each other • We say when we have done well and learn from mistakes 	Application form/ Interview	E

Other Requirements: <i>Includes; Working Conditions</i>	How Identified	E/D
Able to fulfil Occupational Health requirements for the post (with reasonable adjustments, if necessary). Including clearance on blood borne viruses, in compliance with Trust Policy.	Occupational Health Paper Screening, followed by an Immunisation Assessment in the first week of work	E

*** The Care Certificate is a national qualification completed in the workplace to ensure all Health Care Support Worker staff provide a safe level of basic care to patients. This is expected to be completed within the first 12 weeks of employment.**

Candidates that do not have the required vocational qualification to a level 3 would be required to have the level 2 or the equivalent and would be appointed as a trainee HCA at 75% salary and are contractually required to undertake the qualification within a period of 18 months.