

## Job Description

<b>Job Title:</b>	Integrated Care Worker (Therapy)
<b>Band:</b>	3
<b>Responsible to:</b>	Registered Clinician
<b>Department:</b>	Neighbourhood Team
<b>Directorate:</b>	Older People and Adult Community

## Our Values

	<b>Behaviour</b>	<b>How we will demonstrate this behaviour</b>
<b>Professionalism</b>	We will maintain the highest standards and develop ourselves and others	By demonstrating compassion and showing care, honesty and flexibility
<b>Respect</b>	We will create positive relationships	By being kind, open and collaborative
<b>Innovation</b>	We are forward thinking, research focused and effective	By using evidence to shape the way we work
<b>Dignity</b>	We will treat you as an individual	By taking the time to hear, listen and understand
<b>Empowerment</b>	We will support you	By enabling you to make effective, informed decisions and to build your resilience and independence

## Job Purpose

- To work as a member of an interdisciplinary community healthcare team, working across health and social care boundaries. With training, use skills from the professional areas of Nursing, Allied Health Professionals and Medicines Management to undertake tasks as delegated in order to meet the individual needs of service users.
- To carry out duties delegated and supervised by registered professionals.
- To report changes or progress to a registered professional and participate with them in reviewing care plans.
- Apply competency based treatment techniques/care to patients with a range of conditions under the supervision of a registered practitioner, following a prescribed treatment/care plan.
- Providing care to patients with deterioration in their health or function with a particular focus on admission avoidance to acute hospitals.

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A member of Cambridge University Health Partners

- The post holder will be required to support delivery of personal care, medication prompts, including mobility and appropriate exercises, domestic activities of daily living (ADLs) and equipment provision.
- To support staff in the management and execution of clinical practice.
- To carry out delegated initial assessments and report back to a registered professional.
- To adhere to risk assessments and health and safety assessments, including making an evaluation of patient conditions and reporting any changes/newly identified risks.
- To provide a high standard of care.
- To plan and prioritise own delegated workload.
- To work alone in the community with access to a registered professional as necessary.

## **Key Responsibilities**

### **Clinical / Service Specific**

1. Use skills for making ongoing evaluations of patient's response to prescribed treatment/care plans, and report findings to a registered professional in line with competency framework, such as pressure areas and reporting any changes to professional
2. To implement therapy interventions and treatment plans, such as exercise programmes (group or individual), provision of mobility aids, measuring and fitting adaptive equipment, minor adaptations
3. Overcome barriers to understanding, e.g. patients' with hearing or cognitive impairment
4. Communicate with patients/carers by exchanging factual information, reassurance, tact and empathy
5. Establish and maintain appropriate working relationships with colleagues, patients, carers and other health care professionals
6. Be responsible for ensuring equipment is used safely, following relevant training and that it is maintained appropriately
7. Work under guidance on specified tasks, with regular clinical support and supervision by a registered practitioner
8. To demonstrate the importance of gaining patient and carer consent in all interventions
9. To attend relevant external and internal courses to extend knowledge or gain relevant skills to improve clinical practice as identified as part of the Appraisal process
10. Will be occasionally be exposed to bodily fluids, infected material, blood products, therefore must utilize universal precautions and adhere to infection control policies
11. To attend meetings as required
12. Work within the wider Neighbourhood Team and recognize own role within it
13. Promote patient independence and self management
14. Contribute to maintaining a safe, comfortable and dignified environment for all patients/clients and carers
15. To maintain appropriate and timely documentation of each patient contact (ensuring these are recorded on SystmOne within 24 hours), including the recording of objective and subjective measurements

### **Health & Safety**

1. To take responsibility for the health & safety of themselves and other persons who may be affected by their omissions or actions at work.
2. To promote the Trust's Health and Safety policy and ensure matters are managed in accordance with it.
3. To co-operate with the Trust to ensure that statutory and departmental regulations are

adhered to.

4. Report accidents, incidents and near misses, implementing corrective action where necessary.

### **Infection Control and Hand Hygiene**

1. To comply with Trust policies for infection control and hand hygiene such as hand hygiene, decontamination policy, uniform and work wear code and standard precautions policy to reduce the spread of healthcare-associated infections (HCAIs).
2. Employees with clinical responsibilities must incorporate into their clinical activities up-to-date evidence that supports safe infection control practices and procedures, such as the use of aseptic techniques and the safe disposal of sharps.

### **Training & Development**

- To participate in regular supervision in accordance with good practice guidelines and Trust policy.
- To participate in the Trust's annual Appraisal process.
- To attend all relevant mandatory training as and when required to do so.

### **Quality & Patient Safety**

- Protection of Children & Vulnerable Adults – To promote and safeguard the welfare of children, young people and vulnerable adults.
- Implementation of NICE guidance and other statutory / best practice guidelines. (if appropriate)
- Infection Control - To be responsible for the prevention and control of infection.
- Incident reporting - To report any incidents of harm or near miss in line with the Trust's incident reporting policy ensuring appropriate actions are taken to reduce the risk of reoccurrence.
- To contribute to the identification, management and reduction of risk in the area of responsibility.
- To ensure day to day practice reflects the highest standards of governance, clinical effectiveness, safety and patient experience.
- To ensure monitoring of quality and compliance with standards is demonstrable within the service on an ongoing basis.
- To be aware of the responsibility of all employees to maintain a safe and healthy environment for patients/ clients, visitors and staff.

### **General**

- To maintain up to date knowledge of legislation, national and local policies and issues in relation to both the specific client group and mental health.
- To comply with the Professional Codes of Conduct and to be aware of changes in these. To maintain up to date knowledge of all relevant legislation and local policies and procedures implementing this.
- To ensure that all duties are carried out to the highest standard and in accordance with currently quality initiatives within the work area.
- To comply with all relevant Trust policies, procedures and guidelines, including those relating to Equal Opportunities, Health and Safety and Confidentiality of Information and to be aware of any changes in these.
- To comply at all times with the Trust's Information Governance related policies. Staffs are required to respect the confidentiality of information about staff, patients and Trust business and in particular the confidentiality and security of personal identifiable

information in line with the Data Protection Act. All staff are responsible for ensuring that any data created by them is timely, comprehensive, accurate, and fit for the purposes for which it is intended.

## **Equality & Diversity**

The Trust is committed to equality and diversity and works hard to make sure all staff and service users have access to an environment that is open and a free from discrimination. As a Trust we value the diversity of our staff and service users, and therefore recognise and appreciate that everyone associated with the Trust is different and so should be treated in ways that are consistent with their needs and preferences.

Therefore all staff are required to be aware of the Trust's Equality and Diversity Policy and the commitments and responsibilities the Trust has to:

- Eliminate unlawful discrimination, harassment and victimisation and other conduct prohibited by the Act.
- Advance equality of opportunity between people who share a protected characteristic and those who do not.
- Foster good relations between people who share a protected characteristic and those who do not.

We firmly believe that it makes good business sense to have a workforce representative of the communities we serve and so encourage applications from all sections of the community.

### **To be noted:**

- This is not an exhaustive list of duties and responsibilities, and the post holder may be required to undertake other duties, which fall within the grade of the job, in discussion with the manager.
- This job description will be reviewed regularly in the light of changing service requirements and any such changes will be discussed with the post holder.
- This post is subject to the Rehabilitation of Offenders Act 1974 (Exemption Order 1975) and as such it will be necessary for a submission for disclosure to be made to the Criminal Records Bureau to check for previous criminal convictions. The Trust is committed to the fair treatment of its staff, potential staff or users in line with its Equal Opportunities Policy and policy statement on the recruitment of ex-offenders.

## Person Specification

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<b>Department:</b>	Neighbourhood Team

Criteria	Essential	Desirable
Education / Qualifications	<ul style="list-style-type: none"> <li>NVQ Level 3 or equivalent level of knowledge and experience.</li> <li>Good general education up to GCSE equivalent.</li> <li>Willingness to undertake training to meet competency framework.</li> </ul>	<ul style="list-style-type: none"> <li>NVQ Level 3 Care Award (certificate &amp; portfolio).</li> <li>Chair based and OTAGO exercise training, or willingness to undertake.</li> </ul>
Experience	<ul style="list-style-type: none"> <li>Experience of working in a healthcare environment or care environment</li> </ul>	<ul style="list-style-type: none"> <li>Experience of caring for adults and older people with physical and/or mental health conditions.</li> <li>Experience of supporting people to be independent.</li> <li>Knowledge of the role of registered professional OT and/or Physiotherapist.</li> <li>Use of adaptive equipment.</li> </ul>
Skills & Abilities	<ul style="list-style-type: none"> <li>Able to demonstrate commitment to high quality care and service provisions.</li> <li>Good communication skills.</li> <li>Competent use of English language (spoken and written).</li> <li>Good level of numeracy for e.g. measuring accurately.</li> <li>Ability to record messages and information in an accurate and concise way.</li> <li>Work flexibly to accommodate patient/ service needs.</li> </ul>	<ul style="list-style-type: none"> <li>Experience of use SystmOne or a similar patient record system.</li> </ul>

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	<ul style="list-style-type: none"> <li>• Ability to work well within a team as well as individually.</li> <li>• Well organised.</li> <li>• Observational skills.</li> <li>• Ability to manage self and prioritise own workload.</li> <li>• Basic computer skills.</li> <li>• Understanding that this post supports different health systems.</li> </ul>	
Knowledge & Understanding	<ul style="list-style-type: none"> <li>• Professional attitude.</li> <li>• Caring, approachable and courteous manner.</li> <li>• Punctual and reliable.</li> <li>• Maintains confidentiality.</li> <li>• Honest.</li> <li>• Team player.</li> </ul>	<ul style="list-style-type: none"> <li>• SystemOne.</li> </ul>
Physical Requirements	<p>The ability to:</p> <ul style="list-style-type: none"> <li>• Kneel, bend &amp; stoop, and work in cramped environments.</li> <li>• Move and manoeuvre people and equipment.</li> <li>• Manoeuvre patients using moving and handling aids.</li> <li>• Able to travel around their work base locality.</li> </ul>	
Other	<ul style="list-style-type: none"> <li>• Positive approach to patients/ service users.</li> <li>• Recognises people's right to privacy and dignity, treating every person with respect.</li> <li>• Willingness to embrace integrated model and new ways of working.</li> <li>• Willingness to be flexible in approach and attitude.</li> </ul>	

The Trust is committed to safeguarding and promoting the welfare of children, young people and vulnerable adults and expects all staff and volunteers to share this commitment. The Trust believes in treating everyone with dignity and respect and encourages applications from all sectors of the community. We guarantee an interview to candidates with disabilities who meet the minimum essential criteria.