

## JOB DESCRIPTION

Job Title:	Field Supervisor
Full Time Salary (37.5hrs):	£30,777.34
Responsible to:	Registered Manager – Southend Reablement Service

### Main Purpose of the Role

Provide efficient and effective Complex Intervention Service ensuring that patient requirements are met whilst maintaining compliance of current legislation, care standards in accordance with CQC, Southend Care LTD and Local Authority and Health policies and procedures.

Working as an effective team member by taking responsibility for assessing, planning, implementing, and evaluating the day-to-day operational care provided to patients with health and social care needs.

### Responsibilities of the Role

- Complete initial assessment of patients on referral to CIS, ensuring that Personal Care Plans are completed
- Supervise community caseloads effectively and manage unforeseen absence and issues that may arise.
- To provide community support and risk assessments for patients in accordance with the medication policy
- Provide regular supervision / IPR to appropriate staff in line with Company policies and procedures.
- To ensure that spot checks are carried out on staff and patients regularly.
- Responsible for ensuring effective working relationships with patients and/or internal services and/or external agencies on day to day service issues. Liaise with other agencies, departments and the independent sector group and providers.
- Lead in developing and ensuring the on-going review of care and support for patients, including rehab where appropriate with the staff, key workers and other appropriate professionals.
- Provide assistance, using appropriate moving and handling techniques or equipment, as necessary, to meet the assessed needs of each individual within the agreed care plan.
- Support patients health and wellbeing in accordance with the care plan including Reablement, Rehab – drugs and alcohol, SEDS and Mental Health.
- To undertake complex casework assessment visits where necessary.
- Provide support to the Registered Manager as required in the recruitment and selection of staff including their induction and probation.
- Undertake written recording and reporting activities or incidents, as required.

- To attend all mandatory training and development dates and to identify and promote your own development needs for progression.
- To become a champion in a field of service that benefits staff and patients including cascading the information to your team.
- Where necessary ensure that all disciplinary and grievance procedures are carried out in line with Company policy and statutory requirements.
- To work within Data Protection Policy and Confidentiality.
- Contribute, as appropriate, to special projects and change programmes in support of Southend Care's objectives
- Contribute to the overall aim and vision of Southend Care Ltd, and working in accordance with the company's values and behaviours
  - To be familiar with, Southend Care Comments, Compliments and Complaints Policy and Procedure and good practice relating to this

**Resources:**

- Responsible use of all equipment used to assist with role
- Ensure security of the service or environment is maintained
- May handle cash and other payments, to be recorded in the appropriate way, where applicable

**Work Environment**

- Primarily Complex Intervention Service
- Will be required to work within any of Southend Care Services.
- At times may be required to work in any service within Southend Care Ltd when services are in an emergency or as directed by the Service Manager

**Standard Phrases**

- To practice within a legal framework encompassing statutory, organisational policy and guidelines
- Ensure a work environment that protects peoples' health & safety and that promotes welfare and which is in accordance with the Company Health & Safety policy.
- To be familiar with Equal Opportunities Good Practice and with the Company requirements for Diversity and to implement this in all aspects of working practice and promote it in the team and workplace.
- This role requires a DBS from the Disclosure and Barring Service
- To maintain confidentiality of information in line with the requirements of GDPR
- You may be required to undertake other relevant and appropriate duties as reasonably required.
- All employees of Southend Care are expected to be committed to social justice and report and respond to all cases of suspected abuse in line with the SET (Southend, Essex & Thurrock) Safeguarding Vulnerable Adults Guidelines.



	<p><b>We are Innovative</b> – able to take on new challenges &amp; seek solutions with a balanced care &amp; commercial mind set</p>	E	
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