

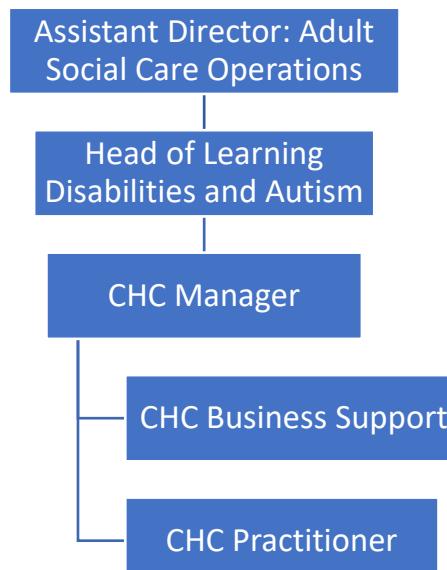
JOB DESCRIPTION

Job Title:	All Age Continuing Healthcare Practitioner		
Directorate:	People	Salary:	£36,363 - £40,777 plus LWA £729
Section:	Adult & Children's Social Care	Grade:	BG-G SCP 25-30
Location:	Time Square	Work Style:	Flexible

Key Objectives of the role

- As a dedicated Continuing Healthcare Practitioner, you will work as part of the Continuing Healthcare (CHC) Team - a specialist service providing directorate-wide advice and support for adults and children. The post holder will apply practical knowledge of the Care Act and its complex interface with NHS Continuing Healthcare eligibility in relation to the end-to-end CHC screening and assessment process from initial referral to dispute resolution, ensuring fair access to appropriate CHC health funding streams for Bracknell Forest Council and Bracknell Residents.
- To support the All Age Continuing Healthcare Manager with quality assessment of CHC Checklist referrals prior to submission, analysis of supporting information and attendance at regular CHC surgery meetings, ensuring holistic, high-quality assessment and best practice.

Designation of post and position within departmental structure



Daily and monthly responsibilities

Core responsibilities include but are not limited to:

1. Supporting the All Age Continuing Healthcare Manager to work across all social care teams, providing technical advice in relation to the National Framework for NHS CHC and FNC (2022) and its interface with other legislation e.g. Mental Health Act, Care Act 2014 and develop best practice, including preparation for CHC assessments through analysis of multiple sources of complex information including health reports/records.
2. Recording the outcome of work including updating excel spreadsheets, keeping accurate electronic records and maintaining the appropriate databases to enable the team to provide management information and reports on CHC activity and performance to the Directorate Management Team and Senior Management Team.
3. In absence of Team Manager meet with Team Managers to provide progress reports, make recommendations on CHC cases and attend meetings across the council e.g. Children's Step Down Panel, Approaching Adulthood Operational panel, Team Meetings etc.
4. Support the CHC Team in the delivery of quarterly CHC training to council and NHS staff to improve knowledge and best practice standard of CHC work and to enable staff to be confident in this area of work and any ad hoc training as necessary.
5. Keep up to date with regulations and legal judgements and opinions in relation to the operation of Continuing Health Care and ensure that colleagues are aware of the relevant issues and can readily access advice or refer cases for consideration.
6. On going Research and Analysis to identify trends in referrals and outcomes to develop and implement effective strategies and techniques to address any significant areas requiring improvement.
7. Build effective working relationships, ensuring appropriate consultation and engagement with key stakeholders within the council, external partners across the Integrated Care Board (ICB) and Local Authorities across Southeast England.
8. To carry out other such tasks as are commensurate with the post according to discipline specialist skills and current policies and procedures. The role is flexible and the list of main tasks and responsibilities is not exhaustive

Scope of role

- This post is will play a key role as part of a specialist CHC team, supporting the All Age Continuing Care Manager in , providing specialist CHC advice and the application of practical knowledge of the Care Act and its complex interface with NHS Continuing Healthcare eligibility, in relation to the legal limit of the type of care and services a Local Authority can lawfully provide under the Care Act 2014.
- The post holder will be required to develop trusted relationships with ICB partners and requires and professionally challenge ICB decisions. This is paramount to preventing significant additional financial pressures to the council's budgets (current value of Bracknell CHC cases is c. £6 million p/a).

Commitment to the Council's Equal Opportunities policy at all times

Commitment to working within the bounds of the Data Protection Act and GDPR legislation at all times

Such other duties as may from time to time be necessary, compatible with the nature of the post. It should be noted that the above list of main duties and responsibilities is not necessarily a complete statement of the final duties of the post. It is intended to give an overall view of the position and should be taken as guidance only.

PERSON SPECIFICATION

KEY CRITERIA	ESSENTIAL	DESIRABLE
Skills and qualifications	Proven experience and knowledge of the NHS Continuing Healthcare Framework and Care Act 2014	Qualified to degree level in a relevant profession e.g. social work, occupational therapy or nursing.
Competence Summary (Knowledge, abilities, skills, experience)	<p>Understanding of and commitment to the requirements of safeguarding children, young people, vulnerable adults and promoting their welfare.</p> <p>Experience, or good working knowledge of social care services to include assessments</p> <p>Ability to influence and negotiate at all levels across multidisciplinary teams.</p> <p>Tenacity and perseverance and the ability to deal with challenges and ensure cases are progressed to outcome.</p> <p>Ability to work without constant supervision but able to seek advice and support when required</p> <p>Excellent verbal and written communication skills</p> <p>Excellent analytical skills and attention to detail</p> <p>Good IT skills with proficiency in using, Word, Excel.</p> <p>Able to work under pressure and to deadlines whilst maintaining a positive attitude.</p>	<p>Experience, or good working knowledge of working within the NHS/health care sector</p> <p>Experience of using data base such as Liquid Logic.</p>
Work-related Personal Requirements	The post holder must hold a full UK driving licence (or valid equivalent). Non-UK licences must be converted to UK licences in the first six months of employment.	

Other Work Requirements	<p>A satisfactory enhanced Disclosure and Barring Service check.</p> <p>The ability to converse easily in spoken English, explain complex or technical information to members of the public and respond effectively to detailed or complex questions for an extended period of time</p> <p>This post is exempt from the Rehabilitation of Offenders Act 1974</p> <p>Anything that is applicable to the role that is out of the norm including working outside of working hours on occasion.</p>
Role models and demonstrates the Council's values and behaviours	<p>Our values define who we are. They outline what is important to us. They influence the way we work with each other – and the way we serve our residents and engage with our communities.</p> <p>We make our values real by demonstrating them in how we behave every day.</p>

All staff should hold a duty and commitment to observing the Council's Equality & Dignity at Work policy at all times. Duties must be carried out in accordance with relevant Equality & Diversity legislation and Council policies/procedures.

