

PERSON SPECIFICATION

**OUR VISION: 'TO BE THE LEADING HEALTH AND WELLBEING SERVICE IN
THE PROVISION OF MENTAL HEALTH AND COMMUNITY CARE'**

JOB TITLE: **Discharge Coordinator**
Older Peoples Inpatient Services

Description	Essential	Desirable	Assessment
Education/ Qualifications	Good general education Basic numeracy Basic literacy Previous experience of working within a care	NVQ care or equivalent.	Application and interview
Skills/ Experience	<ul style="list-style-type: none">• Assist in the provision and care to patients• The ability to be aware of when to request assistance from senior and other members of the team.• Manual handling of patients using lifting aids• Assist patients' with all activities of daily living (Hygiene, nutrition etc.)• Previous experience of social housing placements• Literate in IT/Computer Skills• Good oral communication skills based on fluency on the English language		Application and interview
Knowledge	<ul style="list-style-type: none">• Recovery model approach in delivering care• Attend all mandatory training as required,• Keep oneself updated in aspects of mandatory training• Prepared to attend additional training as identified by senior staff.	<ul style="list-style-type: none">• Knowledge of Care Programme approach• Health and safety Awareness / courses	Application and interview

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	<ul style="list-style-type: none"> • Undertake supervision with enhance practice • Be involved and participate in the appraisal process • Awareness of all infection control issues • I.T. Literate 		
Personal Qualities	<ul style="list-style-type: none"> • Ability to follow clear instructions • Able to work with minimal supervision • Ability to communicate clearly and effectively • Ability to feedback accurate information to other members of the team • Ability to follow clear instructions • Ability to work as part of a team and with minimal supervision • Ensure that own actions support equality and diversity at all times • Shares the Trust's Beliefs and models this in their attitude and behaviour • Ensures that the organisational values of open, compassionate and empowering are demonstrated by self and others every day and that any matters of concern are addressed in a timely way, either directly; or raised with the relevant Line Manager; or through the relevant processes within the Trust as appropriate. 		Application and interview
Additional Requirements	<ul style="list-style-type: none"> • Ability to work on own initiative • Maintain orderliness, hygiene and safety on the ward • Well presented in Trust uniform • Fitness Analysis as appropriate 	<ul style="list-style-type: none"> • Current driving licence • Ability to travel across sites and across Trust boundaries to attend meetings, etc. 	

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