

PERSON SPECIFICATION
(Shortlisting / Interview Form)

Job Title: Band 4 RRIC Community Healthcare Assistant Practitioner

Applicant Name: _____

WEIGHTING

Criteria in each section are ranked in order of importance 3 – 1, with 3 being the most important

CATEGORY	CRITERIA	Weight	HOW ASSESSED
Values:-  Collaborate  Aspire  Respect  Enable	<p>Communicates openly, honestly and professionally and actively promotes team working and building strong working relationships.</p>	3	<p>All values must be assessed at the interview/ assessment stage using various methods e.g. open questions and scenarios</p>
	<p>Patients are always first. Drives service improvements. Strong self-awareness with a desire to grow.</p>	3	
	<p>Treats all with compassion and kindness. Ensures everyone feels valued.</p>	3	
	<p>Consults others and listens to their views/opinions. Enables others to take the initiative.</p>	3	

CATEGORY	CRITERIA	Weight	How Assessed
EDUCATION, QUALIFICATIONS & TRAINING. e.g. Education, professional qualifications.	<p>Level 3 Health and Social Care Diploma or equivalent</p>	3	<p>Application</p>
	<p>Commit to undertaking Foundation Degree and any associated training once available</p>	3	

OUTSTANDING CARE

HEALTHY COMMUNITIES

AND A GREAT PLACE TO WORK

<p>EXPERIENCE e.g. Breadth of occupational experience.</p>	<p>Significant experience working within a patient facing environment with a reablement/ rehabilitation focus.</p> <p>Previous experience working with patients with physical, cognitive or behavioural impairment.</p>	<p>3</p> <p>3</p>	<p>Application</p> <p>Application</p>
<p>SKILLS, ABILITIES & KNOWLEDGE e.g. Communication skills, excellent organisation skills, keyboard skills, high motivation, special knowledge requirements e.g. NMC Code of Conduct, regulations etc.</p>	<p>Good knowledge of the audit process.</p> <p>Collaborate with multi-professional service users, internal and external at all levels.</p> <p>Able to motivate self and be able to work with all levels of staff.</p> <p>Ability to work well in a team and independently.</p> <p>Able to accept and undertake responsibility for designated tasks.</p> <p>General computer skills.</p> <p>Clear, concise verbal and written communication to ensure liaison with multi-disciplinary team, patients and carers to ensure records and reports are accurate, legal and in legible manner (in English).</p> <p>Demonstrate good organisational skills.</p> <p>Demonstrate insight into the importance of maintaining a safe working environment.</p> <p>Ability to learn/ability to self-initiate learning (evidence within the last 2 years).</p>	<p>3</p> <p>3</p> <p>3</p> <p>3</p> <p>3</p> <p>3</p> <p>3</p> <p>3</p> <p>3</p>	<p>Interview.</p> <p>Interview.</p> <p>Interview.</p> <p>Interview/ application form.</p> <p>Application form/interview.</p> <p>Application form.</p> <p>Application /Interview</p> <p>Interview/ application form.</p> <p>Interview/ application form.</p> <p>Interview/ application form.</p>

	Awareness of Health & Safety issues and policies.	3	Application form.
	Able to know own limitation and seek advice.	3	Interview/ application form.
	Able to complete tasks set, follow instructions.	3	Interview/ application form.
	Flexible and adaptable in approach to work.	3	Interview
	Able to undertake manual handling tasks.	3	Interview/ application form.
	Physical ability and endurance work in the physical environment of the clinical area required by this post.	3	Interview/ application form.
	Positive attitude.	3	Interview.
	Flexibility and adaptable to changing needs of the service.	3	Application/Interview
	Able to work under pressure and to tight deadlines.	3	Application/interview
	Ability to act as an effective role model.	3	Application/interview
SPECIAL CIRCUMSTANCES e.g. Ability to travel to other sites. Ability to work internal rotation.	Valid and current driving licence and car to be able to travel to locations throughout Buckinghamshire.	3	Application/interview.