

JOB DESCRIPTION

JOB TITLE	Senior Practitioner – hospital liaison and supported discharge
REPORTS TO	Services and Development Manager
JOB SUMMARY	<p>Working within the Cardinal team at Addenbrooke’s hospital to provide information, and Peterborough Hospital to provide advice and support to people with a brain injury and their families and carers</p> <p>Supporting clients and families during the transition from hospital to home by providing information about brain injury effects and relevant services to support this transition</p> <p>Supporting clients and families during the post-discharge phase, providing information, advice and guidance to support the adjustment to home and community living</p> <p>Working closely with health and social care professionals within the hospitals and primary care/community teams to develop pathways and continuity of care for clients and families</p>
Main Purpose:	<p>Ensure that the services provided by Headway Cambridgeshire meet the objectives of the organisation:</p> <ul style="list-style-type: none"> • To support people with acquired brain injury and other neurological conditions and cognitive difficulties • Provide a range of services and facilities designed to aid recovery, rehabilitation and promote independence and adjustment • To provide appropriate support, advice and any other resource for families and carers of people who have suffered a brain injury • To develop the post-discharge pathway from hospital to community

KEY TASKS

1. To develop strong cohesive cross collaborative working relationships with medical staff, nurses, ward managers and those involved in direct support of clients and their family members in order to further the aims of the service.
2. Act as a support for people with a brain injury and their families and carers in Addenbrooke’s Hospital, and Peterborough Hospital providing information and advice as appropriate.
3. Liaise and network with all wards and departments at Addenbrooke’s Hospital and Peterborough Hospital to identify those potentially requiring support.
4. Signpost clients, family members and friends to local and regional Headway support and other support organisations as needed.

5. Assist with planning for transfer or returning home as appropriate and develop strong networks with community health professionals.
6. Support families to reintegrate back into their home and community by providing education about brain injury, emotional support and assisting access to required services.
7. Develop and maintain positive working relationships with other organisations and statutory agencies involved with individuals and their families and carers.
8. Establish and facilitate support groups and drop-in centres as required and one to one work with clients and their families.
9. Identify the information and education needs of clients and develop and deliver solutions accordingly.
10. Work with community leaders to ensure Headway services are accessible to all members of the community.
11. To contribute to Headway Cambridgeshire's programme of training and workshops for other professionals, service users and carers.
12. To keep accurate records, including on Headway Cambridgeshire's CRM, and ensure all relevant information is passed on to the Services and Development Manager.
13. To offer advice and information to others who are interested in the work of Headway.
14. Ensure relevant information and statistics are collected and collated in order to compile required performance indicators and monitoring reports for funders and monthly reporting to the management team.
15. To identify research opportunities and lead on research projects as appropriate.

General

16. To comply at all times with the terms on the NHS Honorary Contract.
17. To undertake learning, training and development to improve knowledge and skills, to keep abreast of relevant current information and practices.
18. To act as an ambassador for Headway Cambridgeshire at all times.
19. To attend and contribute to team and general staff meetings and other appropriate meetings.
20. To participate in Headway Cambridgeshire's appraisal and supervision process.
21. To manage own time appropriately.
22. To maintain confidentiality at all times in line with Headway Cambridgeshire's and NHS data protection and confidentiality policies.
23. To follow and abide by Headway Cambridgeshire's policies and procedures at all times.
24. To undertake any other duties as may be required, consistent with the nature and spirit of this post.