



Role Profile

| ENABLEMENT SUPPORT WORKER | | | |
|---------------------------|--------------|-------|------------|
| Reference No. | A4135 | Type | Individual |
| Service | Older People | | |
| Job Family | Care 4 | Grade | FC 5 |

| Purpose |
|---|
| Undertake a key role in the development/amendment of care plans to deliver the assessed needs of each service user. The post holder will provide direct care and support to service users. The range of care and support tasks and activities will be undertaken as detailed in the care plan and in accordance with the relevant risk assessments. The workload management and facilitation as determined by the Home Care Co-ordinator. |

| Task or Responsibility - For this role, there is an expectation that all, or a combination, of the following will be undertaken: | Person Specification: Skills, Knowledge, Qualifications or Experience - Criteria can apply to more than one task or responsibility | E | D |
|--|---|---|---|
| Providing support and care for service users and their carer's in meeting the assessed needs through goal setting objectives. | <p>Must hold or be willing to achieve Social Services and Healthcare SCQF level 6 (equivalent to SVQ2) or equivalent, to meet the Scottish Social Services Council (SSSC) registration</p> <p><i>“When you apply to register with the SSSC and if you do not currently hold the required qualification(s), you can still be granted registration subject to the condition that you must achieve the required qualification within your first period of registration”</i></p> | ✓ | ✓ |

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| Working as part of a team and liaising with colleagues to ensure an integrated, multi-disciplinary approach. | Team working skills (Work together – See ‘How We Work Matters’ Framework) | ✓ | |
| Be proactive in care planning, monitoring target outcomes to meet and achieve service user goals. Ensuring that the plan in service user’s homes contains an appropriate and up to date target goals, risk assessments, management plans and case notes/communication sheets. Planning for review and ensuring all documents are signed and dated. | Undertake a programme of continuous professional development (ongoing training) Ability to travel around Fife within a limited timescale | ✓ ✓ | |
| Promoting the principles of maximising recovery, work effectively within a multi-disciplinary environment which could include: hospital, care home an intermediate care facility, a homely setting or a person’s home. | Knowledge of Adult Support and Protection (Focus on customer) | ✓ | |
| Delivering direct care and support which enables family carers to continue caring and to empower and contribute in the enablement of service users. | Knowledge of the principles of enablement care and support | ✓ | |
| Promoting independence, and the resettlement of patients at the time of hospital discharge and or preventing avoidable admission to the hospital. | Experience to indicate a mature approach Experience of responding to planned and unplanned situations in a calm, flexible way (Deliver results) | ✓ ✓ | |
| Promoting mobility and independence when transferring from or to locations in the home or homely setting as required to support delivery of the enablement targets. | | | |
| Supporting personal care tasks, e.g. washing, bathing, maintaining personal hygiene, continence care, nutrition and fluid intake. | Experience of being adaptable (Take ownership) | ✓ | |
| Developing medication management plans to support service user’s administration of medication. | Accuracy skills | ✓ | |

E = Essential Criteria D = Desirable Criteria

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|--|---|----------|----------|
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| Ensuring all duties and responsibilities are performed in a safe manner to minimise risk to service users, carers and colleagues. | | | |
| Reviewing own development needs, participating fully in supervision, training and taking personal responsibility for Post Registration Training and Learning. | | | |
| Ensuring that all information received and disseminated, whether verbal, written or electronic concerning all employees or service users is treated in the strictest of confidence and that all information held is regulated and controlled in a similar manner in compliance with Data Protection Legislation. | Experience of maintaining and retaining confidential information relating to sensitive or personal matters | ✓ | |
| | IT skills (Embrace technology and information) | ✓ | |
| Implementing goals and objectives contained within the Care Plan. Engaging purposefully with individuals with assessed needs whilst promoting self-care. | Initiative taking skills | ✓ | |
| | Literacy skills | ✓ | |
| Undertaking all other duties as required for the role. Duties will be in line with the grade. | | | |

| Additional tasks or responsibilities – this is a generic role, however this particular job may also require you to undertake the following: | | | |
|--|---|----------|----------|
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Type of Protection of Vulnerable Groups Scheme (PVG Scheme) or Disclosure Check required

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|--|---|---|--|-------------------------------|
| Type of Protection of Vulnerable Groups (PVG) or other Disclosure check (choose only one). | PVG Children <input type="checkbox"/> | PVG Protected Adults <input type="checkbox"/> | PVG Both <input checked="" type="checkbox"/> | None <input type="checkbox"/> |
| | Basic Disclosure <input type="checkbox"/> | Standard Disclosure <input type="checkbox"/> | Enhanced Disclosure <input type="checkbox"/> | |

Additional Information – the following information is available:

- Skills Framework (if applicable)
- **How** we work matters

Expected Behaviours – It is essential that you display the following behaviours as they are expected of all our employees:

- Take Ownership
- Focus on Customers
- Work Together
- Embrace Technology & Information
- Deliver Results