

JOB DESCRIPTION (LWP/RD)

Job Description:	Rehabilitation Assistant
Responsible To:	Case Manager Rachel Dodwell
Job Summary:	<p>To work with LWP in a rehabilitation and support role, enabling him to undertake his physiotherapy and occupational therapy rehabilitation programmes.</p> <p>To work with LWP to develop skills in accessing the community and participate in social activities independently.</p> <p>To assist with completing any home-learning (GCSE level)</p>
Requirements	<p>Past rehabilitation experience</p> <p>Swim/ water confident (to deliver hydrotherapy programme)</p> <p>Ability to work using IT for email and support worker documentation.</p> <p>Ability to develop a relationship with a teenager interested in computer gaming and football.</p> <p>Must hold a full driving licence and happy to drive on motorways as required.</p> <p>Education to at least A level or equivalent to be able to support as required with GCSE study</p>

Treating therapists have been appointed and initial assessments carried out:

Key Goals:

- (1) To work on a physiotherapy programme under the Supervision and guidance of a neuro physiotherapist. This includes a gym and water programme. Refer to physio programme and goals.

- (2) To work on an occupational therapist's programme under their guidance to increase both physical and psychological functional ability. Refer to OT programme and goals.
- (3) To work on speech/communication under the supervision of a speech therapist and encourage confidence in all communication. Refer to SLT programme and goals.
- (4) Generally, to work on an active programme of support to include a range of activities as directed by the client, his parents, and the treating therapy team.
- (5) To escort LWP to therapy sessions, tuition and social activities as requested by the client and his mother (providing you have been accepted under the motor insurance.) It is a requirement that you can always drive and hold a valid licence.
- (6) Respect the need for confidentiality when LWP or their family speak/communicate on matters of a private and personal nature.
- (7) Read and keep updated with all CCMS policies and procedures

Aids to Daily Living:

- i) Help to keep LWP's room clean and tidy.
- ii) Report any breakages as soon as possible.
- iii) Report any hazards or health and safety concerns as soon as possible.
- iv) Check all equipment is in safe working order as per risk assessment requirements.
- v) Take LWP into the community as requested.
- vi) Support LWP to access toileting facilities as required.

Petty Cash: Be responsible for any "petty cash" which may be made available to you and keep a record of expenditure with receipts for the case manager.

Pay Monthly: A form will be forwarded to you for completion regarding details required. Hours will be collected on order to be sent to payroll before the last Friday in the month. You will be paid by cheque/BACS for the 1st of each month or as soon as can be arranged thereafter.

Contract: There will be a three-month probationary period with a formal appraisal three months thereafter.

Initially a letter of appointment will be given, which will contain your holiday entitlement, sickness arrangements, hourly rate etc.

Liaison:

All carers must attend meetings with the case manager and therapists and these meetings will be held not more frequently than monthly. However it may be necessary to call a meeting earlier when you will be expected to make all reasonable arrangements to attend. You will receive payment for attending meetings or trainings sessions if not on duty at the time.

A range of goals may be set at each therapy meeting, and these are to be carefully maintained by the support workers and written records to be kept.

Part of your role is to carry out any reasonable request.

Please acknowledge that you have received the Rehabilitation Assistant Job Description outlining the responsibilities of a Rehabilitation Assistant which will be discussed in more detail as part of your training.

Signed

Date