**PERSON SPECIFICATION**

|  |  |
| --- | --- |
| **JOB TITLE:** | **Therapy Assistant B4** |
| **JOB BAND:** | **Intermediate Care** |

**GUIDANCE FOR MANAGERS:**

**This document will not be used for the purpose of advertising the post but should be used as a tool to assist in the shortlisting of candidates.  All role requirements detailed in this document, both essential and desirable that will be used to assess the suitability of a candidate must be added to the Role Requirements tab on the Trac System.**

|  |  |
| --- | --- |
| **Qualifications & Education** | **Weighting (Essential or Desirable)** |
| Ability to demonstrate education to a good level – examples: GCSE/equivalent, post school learning (further education), attended recent work-related training,  | Essential |
| Qualifications (e.g. NVQ/equivalent) in care/health | Desirable |

|  |  |
| --- | --- |
| **Knowledge and Training** | **Weighting (Essential or Desirable)** |
| Basic administration/IT knowledge/training. Ability to show evidence of basic computer skills | Essential |
| Knowledge of intermediate Care/rehabilitation in a community setting and some knowledge of NHS principles | Essential |
| Evidence of working with people in a care/health setting, with further evidence of working in a rehab setting or with Therapists in health or social care or equivalent | Essential |
| Knowledge of the roles of Occupational Therapy and Physiotherapy | Essential |

|  |  |
| --- | --- |
| **Experience**  | **Weighting (Essential or Desirable)** |
| Experience of working with people in a care/health setting | Essential |
| Experience of working with basic IT equipment and programmes | Essential |
| Previous NHS/Care setting role | Essential |
| Previous experience working in OT/Physio setting | Desirable |

|  |  |
| --- | --- |
| **Communication & Relationship Skills** | **Weighting (Essential or Desirable)** |
| Good written and verbal communication skills across all media | Essential |
| Ability to work flexibly, as part of a team and respect colleagues and patients at all times | Essential |
| To show willingness to learn and develop | Essential |
| To effectively work and liaise with patients and families | Essential |

|  |  |
| --- | --- |
| **Analytical & Judgement Skills** | **Weighting (Essential or Desirable)** |
| To work with qualified and senior staff to feedback patient information | Essential |
| To report incidents as required with qualified staff as necessary | Essential |
| To understand basics of patients' conditions in relation to therapy/rehabilitation | Essential |

|  |  |
| --- | --- |
| **Planning & Organisational Skills** | **Weighting (Essential or Desirable)** |
| To be able to organise self and work with team to plan patient interventions, to carry a small patient caseload, to complete and adhere to B4 competencies | Essential |
| To work flexibly, to be able to soundly prioritise time | Essential |
| To book leave in a timely manner and in accordance with Trust policies | Essential |
| To delegate to and assist in basic supervision of band 3 therapy assistants/junior staff | Essential |

|  |  |
| --- | --- |
| **Physical Skills** | **Weighting (Essential or Desirable)** |
| To be in a good state of health to complete moving and handling of patients | Essential |
| To be able to travel to meet the needs of this community post | Essential |

|  |  |
| --- | --- |
| **Equality, Diversity, Inclusion and Trust Values** | **Weighting (Essential or Desirable)** |
| Able to provide safe, caring, and effective services | Essential |
| Values and behaviours that reflect the Trust values of Care, Respect and Responsibility | Essential |
| Commitment to creating a diverse and inclusive workplace that is free from discrimination and where people feel they belong and their contribution is valued | Essential |

|  |  |
| --- | --- |
| **Prepared by:** |  |
| **Date prepared:** |  |
| **Job evaluation completed:** |  |
| **Job evaluation reference number:** |  |