**JOB DESCRIPTION**

**SENIOR BEST INTEREST ASSESSOR (DoLS)**

**Directorate and Section/Unit**: Adult & Community Services

**Scale / Grade** : PO2

**Reporting to :** Team Manager Adult Protection

**Responsible -For** : Supervision of Best interest Assessors

**Main purpose of job:**

|  |  |
| --- | --- |
| 1. | Participate in the Deprivation of Liberty Safeguards (DoLS) Authorisation process within partnership arrangements. |
| 2. | To be responsible for ensuring practice and procedures are compliant with regulations, Mental Capacity Act and in line with the Deprivation of Liberty Safeguards Code of Practice. |
| 3. | Undertake a consultative role, based on developing skills, experience and expertise. |
| 4. | To assist and support the Team Manager with some of the management responsibilities for the Team including staff supervision. |
| 5. | To contribute to team and service development, the role is split between casework, developmental work and management support according to the needs of the service at any time. |

**Responsibilities, duties and tasks:**

|  |  |
| --- | --- |
| 1. | To assist in the maintenance of a robust authorisation process for DoLS, with appropriate partners, of the multi agency procedures and working arrangements. |
| 2. | To carry out Best Interest Assessments in accordance with regulations, legislation and the DOLS Code of Practice |
| 3. | To use advanced expertise and knowledge to take on management of the most complex cases. |
| 4. | To provide support to Best Interest Assessors (BIA) and Community Social Work Teams in relation to the application of the Mental Capacity Act., |
| 5. | To develop BIA's within their field of expertise and ensure adequate cover arrangements across the County. |
| 6. | To use case law and reviews to inform and update process, procedures and decision-making. |
| 7. | To work in partnership with the local authority, Worcestershire Primary Care Trust and Worcestershire Mental Health Partnership NHS Trust and the independent sector and other relevant partners to ensure DoLS authorisations are given, where appropriate, in order to avoid unlawful detention. |
| 8. | Ensure a referral is made to safeguarding, where authorisations are refused, so that a less restrictive care/treatment plan is developed. |
| 9. | To ensure the improvement of practice in relation to the assessment of capacity, making Best Interest assessment decisions and not depriving people of their liberty where possible, across the social care and health workforce. |
| 10. | To work alongside the Manager to ensure the dissemination of information about DOLS process to staff, service users, carers and the general public. |
| 11. | To be responsible for the production of regular and meaningful information, in report format, on the number and type of assessment and resultant action. |
| 12. | To contribute to one-off projects within the safeguarding service to promote good practice in safeguarding. |

**General Duties:**

|  |  |
| --- | --- |
|  | To maintain personal and professional development to meet the changing demands of the job, participate in appropriate training activities and encourage and support staff in their development and training. |
|  | To undertake such other duties, training and/or hours of work as may be reasonably required and which are consistent with the general level of responsibility of this job. |
|  | To undertake health and safety duties commensurate with the post and/or as detailed in the Directorate's Health and Safety Policy. |
|  | To participate in the Council's emergency response arrangements as directed by the designated officer. |

**Contacts:**

|  |  |
| --- | --- |
|  | In all contacts the post holder will be required to present a good image of all the partner organisations involved in the multi-agency arrangement as well as maintaining constructive relationships. |
|  | **Internal:** Colleagues and management within the team; managers across all service areas within Adult Social Care; legal services; support services; EDT services and Crisis Resolution and Home Treatment Team. |
|  | **External:** Management within the multi-agency arrangements; including senior managers, service users; carers; private and independent service providers; Adult Safeguarding service and Board; Housing Agencies; other enforcement agencies e.g. Police. |

**Notes:**

|  |  |
| --- | --- |
|  | This post is subject to a criminal record check under the arrangements established by the Disclosure and Barring Service. |
|  | The Council reserves the right to alter the content of this job description, after consultation to reflect changes to the job or services provided, without altering the general character or level of responsibility. |
|  | Reasonable adjustments will be considered as required by the Disability Discrimination Act. |
|  | The duties described in this job description must be carried out in a manner which promotes equality of opportunity, dignity and due respect for all employees and service users and is consistent with the Council's Equal Opportunities Policy. |

**PERSON SPECIFICATION**

**Post Title:** Senior Best Interest Assessor

**Directorate/Division:** Adult & Community Services

**Scale / Grade:** PO2

**QUALIFICATIONS/TRAINING:**

It is **essential** that the post holder has:

Qualified in one of the following professional fields and is registered with the appropriate

professional body:

Social Work

Level 1 Nurse

Occupational Therapist

Chartered Psychologist

Completed Best Interest Assessor training which is approved by the Secretary of State

**EXPERIENCE/KNOWLEDGE:**

It is **essential** that the post holder has:

Two years post qualifying experience working with people with a learning disability

Considerable experience of completing health/social care assessments

Knowledge of the care planning process

Significant experience of working with adults without capacity to make decisions as described by legislation

Applied knowledge of the Mental Capacity Act 2005 and associated legislation

Knowledge of the Deprivation of Liberty Safeguards Authorisation process

Understanding of the difference between a deprivation and a restriction of liberty and how this applies in practice

A working knowledge of the adult safeguarding procedure and how it links with Deprivation of Liberty

It is **Desirable** that the post holder has:

Experience of supervising others or acting in a mentoring/coaching role

**SKILLS AND ABILITIES:**

It is **essential** that the post holder has:

Proven ability to evaluate and analyse complex evidence in decision making

Ability to appropriately challenge oppressive practice particularly in a multi-discipline

environment

Effective verbal, non verbal and written communication skills

Ability to produce reports in a timely and accurate manner and that are fit for purpose

Skilled in using information technology to best advantage, including word processing,

electronic mail and calendar etc.

Ability to successfully manage own workload and prioritise competing tasks

**ADDITIONAL FACTORS:**

It is **essential** that the post holder has:

* The ability to travel within, and occasionally outside, the county boundaries and respond to emergency situations