**Job title:** Approach to Care Lead

**Responsible to:**  Head of Nursing Care & Dementia

**Accountable to:** Director of Quality and Governance

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Our Values**

## Fulfilling Lives is our core purpose

## Every one of us makes a difference is the belief that drives us

## Caring, Passionate and Teamwork are the values that underpin everything we do

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

## Job Summary

To support the delivery of sector leading dementia care in up to 45 homes, the ATC Lead will support with the planning of dementia service development including delivery of dementia specific training and coaching.

### Key Responsibilities

* To provide training and quarterly support for dementia care coaches and lifestyle leads across their portfolio of homes.
* To work with the Regional Directors (RD), homes managers and colleagues to support and develop excellence in dementia care with a core focus on delivering the targeted national Care UK dementia strategy
* To work with RDs and Home Managers to deliver sustained improvements in quality of dementia care as reflected through improved Regulator ratings and sector leading dementia care.
* To review clinical performance through the monthly clinical statistics including:
	+ - 1. - accident and incident reporting relating to stressed and distressed behaviours
			2. - the reduction of the use of antipsychotics and benzodiazepines, and identify specific concerns or trends within operational portfolios.
			3. - provide regional clinical expertise in dementia care to reduce risks and deliver improvements in resident wellbeing
* To work collaboratively with colleagues across all disciplines within Care UK and external agencies to develop and sustain best practice, always role modelling our company values and raising the profile of Care UK
* To support homes with individual case reviews relating to stressed and distressed behaviours, including devising strategies to provide the least restrictive approaches
* To support the implementation of namaste care in all Care UK homes including training Namaste practitioners
* To support the implementation and continued use of Relish to support improved engagement with residents and accurate recording of lifestyle activities
* To deliver dementia care coach training and support for the delivery of Care UK’s Living Well with Dementia (Informed training).

**Overall responsibilities & duties:**

* To support the Head of Nursing, Care and Dementia to deliver the `in year` plan based on priority quality dementia, lifestyle activity and improvement within key homes.
* To directly work with Home Managers and their RDs in the development of dementia and lifestyle services and the overall delivery of high-quality care services as recognised through external regulation ratings, and the care for VIPS model of person centred dementia care.
* To lead and actively participate in the development and delivery of the Care UK dementia strategy.
* To work with the Home Managers and RDs to deliver the dementia and lifestyles strategy ensuring successful implementation of the strategy inclusive of facilitating colleague engagement
* To be responsible for collaborative working with the ATC team in keeping policies, how to guides and ways of working relating to dementia and lifestyles current.
* To provide dementia and lifestyles expertise to RD’s, Home Managers, care and clinical colleagues to ensure the provision of dementia care reflects current best clinical practice, inclusive of supporting colleagues to achieve the required standards through professional development and induction.
* To ensure best practise is embedded through monitoring compliance of a range of care & clinical relating to dementia and lifestyles KPIs such as stressed and distressed behaviours, psychotropic medication prescribing and administration, the implementation of therapeutic interventions etc. and analyse regional data to identify and respond to trends or concerns.
* Attend Home Manager and RD meetings to share trends, areas for development and new initiatives
* To participate in and contribute to Quality & Governance team meetings, Operations Meetings and other meetings as directed

Develop and maintain a relevant knowledge and current best practice depending on his/her own experience

* To support RDs to develop the knowledge and expertise required to deliver and monitor care in accordance with best practice advice and guidance
* To assist RDs and Home Managers to implement any changes to systems, policies and processes for the delivery of consistent, high quality care
* To have a working knowledge of legislation within social and health care settings and be able to support the management teams within our homes implementing and sustaining best practice
* To anticipate problems/needs and resolve these in a proactive, independent manner whilst ensuring effective communication
* To organise own workload to meet agreed personal, team and organisation objectives.
* To always maintain confidentiality being mindful of Data Protection and Caldicott Principles and following the Nursing and Midwifery Council Code [of Conduct]

**Safeguarding of Vulnerable Adults / Mental Capacity Act**

To complete training on Safeguarding of Vulnerable Adults and the Mental Capacity Act and be able to understand and implement SVA and MHA policies and procedures taking responsibility for reporting any safeguarding concerns to the senior person on duty or on-call RD

### Health and Safety

As an employee of Care UK, the post holder has a duty under the Health and Safety at Work Act 1974, to:

* Take reasonable care of the health and safety of themselves and all other persons who may be affected by their acts or omissions at work.
* Co-operate with their employer to ensure compliance with Health and Safety legislation and the Health and Safety policies and procedures of the organisation, not intentionally or recklessly interfere with, or misuse, anything provided in the interests of health, safety, or welfare, in pursuance of any of the relevant statutory provisions.
* To ensure that adequate measures are taken to protect the health and safety of all staff including the maintenance and upkeep of a safe environment.

**Data Protection**

The post holder must at all times respect the confidentiality of information in line with the requirements of the Data Protection Act and the company’s ISO27001 accreditation.  This includes, if required to do so, obtain, process and/or use information held on a computer in a fair and lawful way, to hold data only for the specified registered purposes and to use or disclose data only to authorised persons or organisations as instructed.

* This list of duties and responsibilities is not exhaustive and the post holder may be required to undertake other relevant and appropriate duties as reasonably required.
* This job description is subject to regular review and appropriate modification.

##### Person specification

|  |  |  |
| --- | --- | --- |
| **Criteria** | **Essential** | **Desirable** |
| Qualifications | * Level 1 Registered Nurse with evidence of current NMC registration
* Evidence of continuous professional development
 | * Educated to degree level or equivalent
* Has completed formal training regarding provision of leadership of high quality dementia care
 |
| Experience | * Leading and motivating a team of colleagues
* Current clinical expertise in nursing with relevant specialist experience
* Experience and understanding of the independent social & health care sector
* Demonstrable knowledge of coaching/mentoring colleagues
* Practical experience of providing high quality care
* Experience of person centred care for individuals living with dementia
 | * Familiar with working under external scrutiny
* Awareness of regulatory framework
* Experience of management of Care Homes
* Experience of leadership in development of person centred dementia care services
* Experience of leadership in development of activity provision
 |
| **Technical Skills** | * Excellent organisational and leadership skills
* Good analytical and judgement skills
* Able to work under pressure to meet deadlines
* Ability to plan allocate and evaluate own work
* Excellent time management skills
* Ability to understand key business issues that affect profitability and growth
* IT literate
 |  |
| **Personal Qualities** | * Self-motivated, flexible and enthusiastic approach to work
* Excellent communication skills both written and verbal
* Works collaboratively with others sharing ideas and information at all times
* Effectively builds trust with a consistent approach between actions and words
* Builds effective and constructive relationships both internally and externally
* Ability to build rapport and influence at every level in the organisation
* Works collaboratively with others sharing ideas and information at all times
* Has the ability to raise standards through innovation and new ideas
* Access to own transport, due to the geographical nature of this role the jobholder will be required to travel extensively between care homes with overnight stays where appropriate
 |  |