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|------------------------|-----------------------------|
| <b>JOB TITLE</b>       | Social Prescriber           |
| <b>HOURS OF WORK:</b>  | Negotiable up to 37.5 hours |
| <b>SALARY BANDING:</b> | Agenda for Change Band 5    |
| <b>DIRECT REPORT:</b>  | Clinical Lead               |
| <b>DATE:</b>           | June 2019                   |

### JOB SUMMARY

To deliver a high standard of patient care as a Social Prescriber in general practice, working collaboratively to meet the needs of patients.

Social prescribing empowers people to take control of their health and wellbeing through referral to non-medical 'link workers' who give time, focus on 'what matters to me' and take a holistic approach, connecting people to community groups and statutory services for practical and emotional support. Link workers support existing groups to be accessible and sustainable and help people to start new community groups, working collaboratively with all local partners.

Social prescribing can help to strengthen community resilience and personal resilience, and reduces health inequalities by addressing the wider determinants of health, such as debt, poor housing and physical inactivity, by increasing people's active involvement with their local communities. It particularly works for people with long term conditions (including support for mental health), for people who are lonely or isolated, or have complex social needs which impact on wellbeing.

### KEY RESPONSIBILITIES

- Take referrals from the Network's members
- Provide personalised support to individuals, their families and carers to take control of their wellbeing, live independently and improve their health outcomes;
- Develop trusting relationships by giving people time and focus on 'what matters to them';
- Take a holistic approach, based on the person's priorities, and the wider determinants of health;
- Co-produce a simple personalised care and support plan to improve health and wellbeing, introducing or reconnecting people to community groups and statutory services; and
- Evaluate the individual impact of a person's wellness progress.
- Manage and prioritise your own caseload, in accordance with the needs, priorities and any urgent support required by individuals on the caseload.
- Where required and as appropriate, refer people back to other health professionals within the network.
- Ensure those organisations and groups that are supported, have basic safeguarding processes for vulnerable individuals and can provide opportunities for the person to develop friendships, a sense of belonging, and build knowledge, skills and confidence.
- Work together with all local partners to collectively ensure that local VCSE organisations and community groups are sustainable and that community assets are nurtured, by making them aware of small grants or micro-commissioning if available, including providing support to set up new community groups and services, where gaps are identified in local provision.

## **ADDITIONAL RESPONSIBILITIES**

- Develop relationships and work closely with other Social Prescribers across networks and the wider health system.
- Have a role in educating non-clinical and clinical staff within the network on what other services and support are available within the community and how and when patients can access them. This may include verbal or written advice and guidance.
- Communicate effectively with patients and carers, recognising the need for alternative methods of communication to overcome different levels of understanding, cultural background and preferred ways of communicating
- Adhere to quality governance systems, processes across the Practice and its activities; managing data collection to support data requirements/claims; ensuring information governance standards are implemented and maintained
- Ensure health and safety requirements are met
- Attend training courses identified as essential or beneficial to the role and take responsibility for identifying own learning needs
- Ensure all significant events are reported and discussed as appropriate and facilitate a full understanding of clinical governance requirements within the practice
- To carry out any other duties as agreed by the Network Board that may be required.

## **ADDITIONAL INFORMATION**

- Full training will be given in all aspects of the job if necessary.
- You will be expected to attend regular staff meetings. The meetings provide an opportunity to discuss matters arising from the job and can be used for in-house training.
- The post holder will be expected to deliver a high quality, diverse, patient centred service

## **INFORMATION GOVERNANCE**

Information is vitally important for the safe clinical management of patient care and the efficient administration of services. It is the responsibility of our entire workforce, regardless of employment status, to ensure they abide by the requirements of Information Governance as set out in the Employee Handbook and the Information Governance Policy.

## **CONFIDENTIALITY**

In the performance of the duties outlined in this Job Description, the post-holder may have access to confidential information relating to patients and their carers, Practice staff and other healthcare workers. They may also have access to information relating to the Practice as a business organisation. All such information from any source is to be regarded as strictly confidential.

Information relating to patients, carers, colleagues, other healthcare workers or the business of the Practice may only be divulged to authorised persons in accordance with the Practice policies and procedures relating to confidentiality and the protection of personal and sensitive data.

## **REHABILITATION OF OFFENDERS ACT 1974**

This post is not exempt from the provisions of the Rehabilitation of Offenders Act 1974. Therefore the post holder is required to disclose any spent convictions.

## PERSON SPECIFICATION

| HEADING   | ESSENTIAL  | DESIRABLE  | ASSESSMENT                           |
|---|--|--|--------------------------------------|
| <i>Education and Qualifications</i>             | <ul style="list-style-type: none"> <li>A Level 2 Safeguarding certification, or the willingness to complete this</li> </ul>  | <ul style="list-style-type: none"> <li>Information, Advice and Guidance (IAG) qualification or Coaching qualification.</li> </ul>  | Original certificates, NMC card & CV |
| <i>Experience</i>                               | <ul style="list-style-type: none"> <li>Several years' experience working in a people-centred environment</li> <li>An understanding of the Voluntary, Community and Social Enterprise (VCSE) sector</li> </ul>  | <ul style="list-style-type: none"> <li>Experience of working with disadvantaged and socially excluded communities</li> </ul>   | CV & Interview                       |
| <i>Skills, Abilities and knowledge required</i> | <ul style="list-style-type: none"> <li>Knowledge of the local area and challenges faced within the community</li> <li>Experience of working with participants on a one to one basis and identifying SMART goals.</li> <li>knowledge and understanding of the challenges faced by wounded, injured or sick military veterans</li> </ul> | <ul style="list-style-type: none"> <li>Previous experience of working alongside health professionals.</li> <li>Experience of the armed forces or of working with organisations who support the armed forces</li> </ul> | CV & Interview                       |
| <i>IT Skills</i>                                | <ul style="list-style-type: none"> <li>Well developed IT skills including use of clinical software and Microsoft packages</li> </ul>   | <ul style="list-style-type: none"> <li>Knowledge of primary care clinical IT systems</li> <li>Knowledge of S1</li> </ul>   | Application Form                     |
| <i>Motivation and personal characteristics</i>  | <ul style="list-style-type: none"> <li>Excellent communication skills and an ability to communicate with a wide range of people.</li> <li>Ability to work flexibly to meet service needs</li> </ul>  | <ul style="list-style-type: none"> <li>Commitment to provide effective and high quality service</li> <li>Values and respects the different cultures and beliefs of patients and colleagues</li> </ul>                  | Interview                            |
| <i>Working conditions</i>                       | <ul style="list-style-type: none"> <li>Ability to work with high patient turnover and a pressurised environment on a daily basis.</li> <li>Able to work flexible hours</li> </ul>  | <ul style="list-style-type: none"> <li>Hold a valid driver's licence</li> </ul>  |                                      |

**THIS JOB DESCRIPTION IS SUBJECT TO CONSTANT CHANGING NEEDS WITHIN THE WORK SITUATION AND WILL BE REVIEWED ANNUALLY IN CONSULTATION WITH THE POST HOLDER**