**Person Specification**

|  |  |
| --- | --- |
|  |  |
| JOB TITLE/BAND: | Discharge Co-ordinator Band 6 |
| **LOCATION:** | **Discharge Hub, Ninewells Hospital** |
| **HOURS:** | 37.5 hours per week |

|  |  |  |  |
| --- | --- | --- | --- |
| **CRITERIA** | **ESSENTIAL** | **DESIRABLE** | **METHOD OF EVALUATION** |
| **EXPERIENCE:** | Previous post registration experience  Experience of working in an acute hospital environment  Recent experience in assessment and caring for older people  Experience of working within a multidisciplinary environment  Knowledge and understanding of team concept  Ability to fulfil criteria outlined in the job description  Experience in reflecting on own practice  Ability to work autonomously, use own initiative and work effectively as part of a multi-professional team | Recent experience in the assessment, planning and evaluation of patients need  Experience of working in various clinical settings  Experience of collaborative working with Local Authority/ Multi agency colleagues | Evidenced through career history on application form and statement of support  Responses to interview questions |
| **QUALIFICATIONS:**  (Training; Research; Publications) | First Level Registered General Nurse or AHP qualification  Registered Nurse with valid UK NMC Registration | Educated to degree level | Evidenced through application form, statement of support and interview |
| **KNOWLEDGE & SKILLS:** | Up to date knowledge and understanding of the assessment and rehabilitation needs of patients to be able to undertake comprehensive assessments  An understanding of other professionals involved in a patient’s rehabilitation journey  Skills around clinical judgements and decision making to determine appropriate discharge destination based on own/others assessment    Leadership skills  Excellent interpersonal and communication skills  Strong time management and personal organisation skills  Effective team working skills with ability to work autonomously  Working confidently and proactively as a member of a multi-professional/multi agency care delivery team  Flexibility to work over a seven day period  An interest in teaching/mentorship skills  Commitment for professional and service development  Advanced communication skills – verbal, written and IT  Demonstrates a desire to work within the team/service | Understanding of the provision of assessment and rehabilitation services within Tayside, including Dundee    Assessing and improving clinical practice using improvement methodology  Teaching, presentation and communication skills  Professional portfolio or equivalent record of CPD | Evidenced through application form and Statement of Support  Responses to interview questions |
| **PERSONAL QUALITIES:** | Ability to work well under pressure and with integrity to respond positively to unpredictable situations with and without direct supervision  Reflect on own practice  Ability to work independently and as a member of a team  Good time management skills and good work ethic  Demonstrate flexibility and  a positive attitude to team working  Committed to continuous professional development | Computer literacy  Use of advanced clinical reasoning skills to provide effective discharge planning    Clear vision of role and  commitment to service improvement and delivery | Evidenced through application form and Statement of Support  Responses to interview questions |
| **OTHER:**  (eg travel across Tayside) | Ability to travel to other NHS sites  Ability to work flexibly across locality teams |  | Responses to interview questions |