

## JOB DESCRIPTION

<b>Job Title</b>	Best Interest Lead		
<b>Directorate</b>	Adults Operations		
<b>Reporting to</b>	MCA and DoLS Service Manager		
<b>Grade</b>	9		
<b>Evaluation ref:</b>	AG0763	<b>Job Family ref:</b>	
<b>Role Purpose</b>			
<p>This post holder will be required to lead and deliver operational services within the countywide Deprivation of Liberty Safeguards (DoLS) Team providing professional high-quality leadership and practice.</p> <p>The role involves co-ordinating the work of the DoLS team and using the ADASS Deprivation of Liberty Safeguards Priority Tool to ensure that the highest priority requests are responded to rapidly.</p> <p>Liaison with other professionals, care providers, hospitals, managers and the legal team is central to the role.</p> <p>The postholder will carry out Best Interest Assessments alongside quality assuring and scrutinising the assessments of others ensuring that documentation is completed to a high standard in accordance with relevant legislation, policy and procedures.</p>			
<b>Accountabilities</b>			
<p><b>Provide advice and guidance to frontline social care teams, to care providers, and to staff in partner agencies about the application of the Mental Capacity Act (MCA) including the Deprivation of Liberty Safeguards (DoLS)</b></p> <p>Responsible for a caseload of priority and complex DoLS Best Interests Assessments.</p> <p>Contribute to raising awareness of the Mental Capacity Act and DOLS.</p> <p>Contribute to complex case discussions where issues of mental capacity and risk are present.</p> <p>Contribute to the development of learning resources for a variety of social care professionals.</p>			

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### **Lead the day-to-day running of the DoLS service.**

Co-ordinate the work of the DoLS team on a weekly rota basis including providing guidance to the administrators.

Prioritise DoLS applications from care homes and hospitals.

Liaise with other professionals, care providers and managers within Somerset Council and other local authorities to ensure that assessments are completed within the legal timescales.

Quality assure assessments completed by Best Interests Assessors and Doctors as part of the Supervisory Body's scrutiny function ensuring that documentation is completed to a high standard in accordance with relevant legislation, policy and procedures.

Scrutinise, prepare and sign off standard authorisations and escalate to a senior manager if required.

Prepare legal documents for the granting of DoLS authorisations and other decisions made by the Supervisory Body.

Monitor the implementation of conditions attached to DoLS authorisations and ensure that recommendations for commissioners and care managers are channelled appropriately.

Prepare evidence for Deprivation of Liberty applications to the Court of Protection in conjunction with the Somerset Council legal team.

Deputise for the Service Manager as required.

Provide supervision for Best Interest Assessors in the DoLS Team.

### **Contribute to the development of the Somerset Council DoLS service.**

Provide feedback and support to assist the professional development of the qualified Best Interests Assessors based in other Adult Social Care teams.

Provide learning opportunities for trainee assessors.

Act as Mental Capacity Act and Deprivation of Liberty experts within Somerset Council including in relation to applications to the Court of Protection.

Plan and contribute to the delivery of the 'further relevant training' required of qualified assessors by the DoLS regulations through quarterly meetings and annual refresher training.

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Participate in the quality auditing of mental capacity assessments and best interests decision making by Somerset Council staff.

Participate in and share the leadership of monthly DoLS team meetings.

Contribute to the development of MCA and DoLS policy and guidance.

Contribute to multi-agency team working, and participate in team meetings.

**Establish appropriate professional relationships with people who draw on services, their families and other professionals to enable effective partnerships in the provision of services**

Promote people's equality, diversity and rights, by developing, maintaining and evaluating systems and structures in an anti-discriminatory way.

**Build upon existing knowledge and practice with research and training to develop individual skills and new approaches for improvement in service provision**

Use IT systems relating to client information, complying with practice requirements. Input, manipulate and retrieve information.

Responsible for own continuing professional development as a Best Interests Assessor by maintaining an up to date knowledge of relevant MCA and DoLS case law and policy developments.

Participate in agreed Post Qualifying training and regular professional development programmes.

**Other Elements and Specialised Areas: -**

Maintain an awareness of key legislative and practice developments both locally and nationally by participating in relevant professional networks.

Develop resource materials to address the learning and guidance needs of professional staff.

Liaise with the County's Personal Finances Manager about cases where there may be a need for corporate management of individual's finances via the Court of Protection.

Understand, uphold and promote the aims of the council's equality, diversity and inclusion policies; health, safety and wellbeing of self and others; and Organisational values in everything you do. Equality and Diversity practice

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covers both interaction with staff, service users and communities and includes challenging discrimination and promoting equality of opportunity for all.

### Knowledge / Experience / Skills

	Essential	Desirable
<b>Knowledge</b>		
<p>Detailed knowledge of the Mental Capacity Act and DoLS, and of associated legislation including the Care Act and Mental Health Act.</p> <p>Up to date knowledge of relevant case law.</p> <p>High level of knowledge of physical and mental health conditions and disabilities, which can affect mental capacity, and of the range of care services to meet the needs of people with these conditions.</p> <p>Extensive knowledge of social care practice with an emphasis of risk management with adults of any age who have physical, sensory, learning disabilities, mental health or other long-term conditions. Knowledge and understanding of social care practice.</p> <p>Extensive experience in supporting practitioners with complex casework including chairing relevant meetings, following agreed procedures and developing robust action plans with defined timescales.</p> <p>Extensive knowledge of policies, procedures and approaches to supervision and managing performance.</p>	X	
<b>Experience</b>		
<p>Extensive experience of the practical application of relevant social care legislation.</p> <p>Experience of providing supervision and professional advice and guidance.</p> <p>Significant experience of using professional judgement, professional curiosity and positive risk</p>	X	

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<p>taking, especially in complex and unpredictable situations, and of supporting others to do so.</p> <p>Experience of leadership, contributing to the management of change and a learning culture.</p> <p>Demonstratable experience of quality assurance and audit.</p> <p>Experience of operating within a budgetary framework and an understanding of the relationship between this and managing demand.</p>		
<b>Qualifications / Registrations / Certifications</b>		
<p>Professional qualification as defined by the DoLS regulations (Social Worker/Occupational Therapist/Nurse/Psychologist) and current registration with the relevant professional body.</p> <p>Evidence of Best Interest Assessor award.</p> <p>Evidence of further relevant training for the BIA role within the last 12 months.</p>	X	
<b>Skills</b>		
<p>Demonstrate confident leadership and management, providing guidance and opportunities for the professional development of others.</p> <p>Model and promote confident and critical application of professional ethics to decision-making using a legal and human rights framework and supporting others to do so.</p> <p>Demonstrate personal and professional resilience showing confidence about your role in the team, work positively with other and contribute to team working and development.</p> <p>Work autonomously and as part of a team, understanding and appropriately developing the scope of professional practice to create new ways of working for the benefit of those who draw on services, their families and carers.</p>	X	

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Provide critical reflection, challenge and evidence-based decision-making in complex situations.		
<b>Working Conditions</b>		
Somerset Council's dynamic Working Strategy will be applied to this position		
<b>Dimensions of the role</b>		
Supervision of 1 Best Interest Assessor		
Carry out all duties in accordance with professional codes of practice, legislation, regulation and Council Policies and Procedures.		
<b>Working Arrangements</b>		
Somerset Council's Dynamic Working Strategy will be applied to this position.		
<b>Corporate Accountabilities</b>		
Ensure compliance with all relevant legislation, organisational policy, and professional codes of conduct to uphold standards of best practise.		
Deliver the aims of the council's equality, diversity and inclusion policies; health, safety and wellbeing of self and others; and Organisational values in everything you do, ensuring team members are also aware of their responsibilities and maintaining their understanding that Equality and Diversity practice covers both interaction with staff, service users and communities and includes challenging discrimination and promoting equality of opportunity for all.		

Date: