

Post Specification - Key Information

- **Post Title:** Continuing Health Care and Joint Funding Lead
- **Date:** May 2025
- **Post Group Number:** 8566
- **Job Family:** Organisation Support
- **Job Family Role Profile:** OS17
- **Final Grade:** 17

To be read in conjunction with the job family role profile.

Service Area Description

This post, although located within the Older Persons and Physical Disabilities Service, will provide Continuing Healthcare (CHC) and Joint-funding, including S117 aftercare, advice, leadership and support to all Adult Social Care Teams.

Purpose of this Post

To lead on the council's approach to the management, co-ordination, leadership, development and training for all Adult Social Care's responsibilities under the National framework for NHS Continuing Healthcare and NHS-funded Nursing Care and all joint-funding agreements, including S117 aftercare joint-funding.

To ensure that all services across Adult Social Care understand their duties under the National framework for NHS continuing healthcare and NHS-funded nursing care and to have key responsibility for supporting the delivery of high-quality professional practice in line with legislative frameworks, policies and standards.

Work collaboratively within the services and external agencies, building working relationships with all including where appropriate, service users and their families and carers. Actively leading and participating in the development of service and system level operating procedures and strategies.

Work closely with the service, hospitals, community services and care homes to maintain and improve systems and processes to facilitate a smooth referral, assessment and review process to support individuals.

To provide professional expertise and advice to social care colleagues regarding the continuing healthcare and joint funding processes and support practitioners and managers with any disputes. Be responsible for the development, oversight and review of systems to ensure all CHC and Joint funding commitments are captured and all agreed funding claimed and received.

To use the appropriate escalation routes to highlight any concerns, to contribute as appropriate to strategic and service level planning across the directorate and to coordinate and ensure CHC/Joint Funding training is delivered, as appropriate, to the Adult Social Care Teams; working closely with Organisational Development colleagues to develop formal training requirements

Key Job Specific Accountabilities

1. To develop strong working relationships with partner agencies including acute hospital and provider trusts for mental health and learning disability, other local authorities, the independent sector, neighbourhood teams, registered providers and others.
2. To provide oversight, case management guidance support and expert advice and opinion to adult social care teams with regards to Continuing Healthcare, Personal Health Budgets, and Joint-funding including Section 117, developing and setting long term objectives and manage these teams to achieve successful delivery.
3. Interpret legislation and national guidance in order to assist with development of operational policy and ensure delivery of training in line with best practice and legal requirements.
4. To act as ASC lead in regards complex CHC decision making within a multidisciplinary team of colleagues to ascertain a primary health need and appropriate funding stream for a patients package of care.
5. To lead on addressing any current or retrospective disputes in respect of CHC or Joint-Funding decisions and to ensure robust systems are in place to ensure full recovery of any CHC spend incurred on behalf of Health partners and full recovery of all agreed contributions to joint packages of care.
6. Contribute to the development and improvement of practice tools and other support systems and ensure these are delivered to the Adult Social Care Teams
7. To cultivate and promote an inclusive, transparent, strengths based culture, promoting the development of teams and individual members.
8. To be a positive role model for staff. To build and maintain positive working relationships with other teams and services.
9. To represent Westmorland & Furness in meetings with Health and other Local Authorities respect of CHC and Joint Funding policies and procedures.
10. Develop and monitor key arrangements with partners internally and externally to ensure safe provision of commissioned services across the system.
11. Provision of specialist knowledge and guidance to senior leadership within the Council on continuing health care and operational delivery across the Directorate; ensuring robust data systems are in place to inform practice and continuous service improvement
12. Represent Westmorland and Furness internally and externally working collaboratively with partner organisations involving stakeholders for joint agreed working ensuring the Council's reputation is maintained.

Key Facts and Figures of the Post

- Budget Responsibilities: NA
- Staff Management Responsibilities: Matrix management of ASC teams as required in respect of Continuing Healthcare, Joint funding, and S117 aftercare. May be required to manage any admin capacity allocated to the maintenance of systems to capture joint funding agreements, invoicing and receipt of payments.
- Other:

Essential Criteria – Qualifications, Knowledge and experience

- Degree level relevant Professional Qualification
- Current Professional registration
- Evidence of continuing professional development
- Substantial experience and/or understanding of Continuing Healthcare and MHA S117.
- Leadership experience, including the ability to lead teams through change and maintain business continuity
- Specialist knowledge of relevant legislative frameworks, statutory responsibilities, operational procedures and current legislation relating to Care Act, Mental Health act and Mental Capacity Act practice and operational delivery

- Proven track record of partnership and multi-agency working, including excellent communication and negotiation skills
- IT skills as required
- The ability to build and maintain positive team working, a shared vision and effective working relationships
- The ability to prioritise and to meet deadlines
- The ability to manage decision making in contentious and difficult cases
- Understanding of and respect for confidentiality and the laws governing data protection and information sharing across agencies
- The ability to build positive and purposeful relationships with users of services and carers in co-production of services
- A clear understanding of the financial, legal and political context of public sector management
- Presentation and report writing skills
- Financial acumen and experience of managing budgets.
- Experience of programme management and project management skills
- The ability to work under pressure, whilst maintaining compassion and a calm and positive attitude to service delivery

Disclosure and Barring Service (DBS) Checks

- This post require a DBS check, the level of check required is:
 - DBS Enhanced - Children & Adults

Job Working Circumstances

- **Emotional Demands:**
 - Normal requirement for county wide travel and carry laptop and small pieces of equipment
- **Physical Demands:**
 - Involves occasionally dealing with individuals who are distressed as a result of council action.
- Lone working required.
- **Working Conditions:**
 - Involves occasionally dealing with individuals who are distressed or angry

Other Factors:

- Agile working required with travel within and out of County.