**CITY OF WOLVERHAMPTON COUNCIL JOB DESCRIPTION**

Post Title: Deprivation of Liberty Safeguards (DoLS) : Best Interest Assessor

Directorate: People

Service Group: Adults

Division/Team: DoLs Team

Responsible to: MCA/DoLs Officer

Salary Grade: Grade 7

Location: Any suitable location within the City of Wolverhampton

Workstyle: Field

This post is subject to a satisfactory Disclosure and Barring Service (DBS) check.

Job Purpose and Role

The purpose of the role is to carry out assessments and reviews under the Deprivation of Liberty Safeguards 2007 (Amendment to Mental Capacity Act 2005) to establish if a person is being deprived of their liberty, the deprivation is in the person’s best interests, the deprivation is necessary to prevent harm to the person and the deprivation is a proportionate response to the likelihood of the relevant person suffering harm and the seriousness of that harm. The post holder will be expected ;

* To be authorised by the City of Wolverhampton Council Supervisory Body to act as a Best Interest Assessor on behalf of the Supervisory Body.
* To complete Best Interest Assessments along with age, No refusals and mental capacity assessments to a high standard. Providing timely interventions, meeting deadlines and ensuring reports stand up to legal scrutiny and are evidence based.
* To work within the City of Wolverhampton Council’s policies, procedures and processes.
* To show continual best practice and conduct self in a professional manner and maintain Wolverhampton’s reputation as providing a high quality of service to its citizens.
* To contribute to the directorate’s responsibilities in determining if any of its citizens are deprived of their liberty or not and if it is in their best interests.
* You will be based at Priory Green Building and will need to work in a flexible manner, at care homes/ hospitals, at the office based and at home.

Principal Duties and Responsibilities

* To undertake Best Interest Assessor (BIA) duties.
* To carry out assessments as required within the DoLS / Mental Capacity Act Regulations and Codes of Practice.
* To complete DoLs assessments as directed by the MCA/DoLS Officer and inform managers informed of potential difficulties.
* To prepare completed BIA assessments for scrutiny with the MCA/ DoLS Officer
* To support, give guidance and oversee the work of newly qualified BIAs.
* To contribute to the training of BIA candidates e.g. mentoring and assessing.
* To attend BIA Forums.
* To promote the views and best interests of service users when determining if Deprivation of Liberty is occurring / going to occur.
* To seek the views of all the relevant people involved in caring for the person or interested in their wellbeing and to support them to participate in decision making.
* To attend individual and group supervisions as required.
* To participate and contribute to training on issues relevant to the work of the BIA service.
* To undergo training as required for re-approval as a BIA.
* To work flexibly as part of a rota and outside core business hours as required, in order to deal with crises or emergency situations with service users which need to be resolved.
* To carry out any other responsibilities within the scope and spirit of the job purpose and grade as may be required.
* To attend relevant conferences, workshops and strategy meetings and other forums relevant to the role as required.
* To maintain documentation on BIA work and activities in accordance with approved policy and procedures and legislative timescales.
* To act to protect vulnerable service users in line with legal requirements and service procedures.
* To report any safeguarding issues relating to the person or others during the DoLs assessment.
* To comply with appropriate interfacing, legal statutes and service policies affecting social work operations.
* To have a thorough understanding of Mental Health issues in order to recognise whether mental health, safeguarding or DoLs procedures apply.
* To work with service users, carers and colleagues including those from other agencies, to gather information to support assessment and positive outcomes.
* To ensure that the assessment and any services provided are appropriate to people’s individual needs including those of culture, religion, age, gender, sexuality and disability.
* To act in accordance with the Council's Constitution and other Codes of Conduct.
* To participate in staff development, appraisal and training as appropriate, including continuous professional development.
* To comply with the Council's agreed policies and procedures including but not limited to Health and Safety, and Equal Opportunities Policies, General Data Protection Regulations, Freedom of Information Act, Financial Management Regulations and other relevant Council and Government Regulations, Directives and City-wide priorities.
* To undertake any other tasks, duties and responsibilities as directed and appropriate to the grade and role of the post subject to any reasonable adjustments under the Disability Discrimination Act 1995 as incorporated into the Equality Act 2010.
* To participate in the wider development of the service and contribute to service improvement as required.
* Effectively manage and review allocated contracts to ensure the required level of performance and best value is achieved in line with the Council’s key strategies; as appropriate and training provided.
* Work with key stakeholders when required to effectively manage contracts to achieve the best outcome for the delivery of the Council’s objectives; as appropriate and training provided.
* The City of Wolverhampton Council is committed to Corporate Parenting. “Corporate Parenting is the collective responsibility of the Council to provide the best possible care and protection for children who are looked after.”

Effective date:

Signature of post holder: