

Job Title:	Senior Adult Autism Outreach Practitioner
Reports to (job title):	Transforming Care Service Lead
Line Manager to:	Adult Autism outreach Practitioner

## Job purpose

The Autism outreach service provides comprehensive support to individuals, and families affected by Autism across Essex. We prioritise personalised and family-centred care, ensuring that individuals receive the right support at the right time, in a coordinated and community-based manner. Our team of Autism Practitioners plays a vital role in delivering this vision, working closely with individuals, and their families to empower them and facilitate access to essential services.

## Role Overview:

As a compassionate and dedicated Senior Adult Autism Practitioner the postholder will provide personalised support to individuals, and families affected by Autism. The Senior Adult Outreach Practitioner will play a pivotal role in providing support to individuals with complex needs, coordinating care pathways, and leading a team of outreach practitioners. This role requires strong leadership skills, Autism expertise, and a commitment to promoting the well-being and empowerment of individuals, and their families.

## Base

Essex-wide. Area based but agile to meet the needs of individuals.

## Key responsibilities

- Delegated Management: Manage and supervise a team of outreach practitioners, providing guidance, support, and caseload supervision as needed. Ensure that team members are appropriately trained, motivated, and equipped to deliver high-quality care.
- Training and Development: Provide training and mentoring to outreach practitioners and other team members. Support the ongoing professional development of the team, ensuring that staff have the skills and knowledge needed to deliver high-quality care.
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- **Quality Assurance:** Monitor and evaluate the effectiveness of interventions and care plans, making adjustments as needed to ensure positive outcomes for individuals, and families. Participate in quality assurance processes and contribute to service improvement initiatives.
- **Personalised Support:** Work with a caseload of individuals to provide personalised support tailored to their needs and preferences. Enable individuals to remain in the community whenever possible and prevent hospital admissions through proactive intervention and support.
- **Family-Centered Planning:** Engage with the individual and where consented their family to develop a personalised, family-owned care plan that reflects their lived experience and preferences. Ensure that care plans are flexible, responsive, and centered around the needs of the individual and their family.
- **Advocacy and Communication:** Advocate on behalf of the individual and where required their family, facilitating open and transparent communication with other professionals and service providers. Ensure that the voices of individuals, and their families are heard and respected in all discussions and decision-making processes.
- **Creative Communication:** Adapt communication strategies to effectively engage with Autistic individuals, ensuring that their voices are captured and understood. Utilise creative and flexible approaches to communication to facilitate meaningful engagement and participation.
- **Intervention Sourcing:** Source appropriate interventions and support services to address the needs of individuals, and their families. Collaborate with other professionals and agencies to access relevant resources and support networks.
- **Stress Reduction and Support:** Understand the impact of Autism on parents and caregivers, providing support to reduce stress and uncertainty. Identify and develop community assets and signpost families to additional support services as needed.
- **Empowerment and Independence:** Empower individuals, and their families to apply solution-focused strategies and develop greater levels of independence. Encourage self-expression, autonomy, and resilience in all interactions.
- **Meeting Participation:** Arrange, attend, and contribute to meetings including Care and Treatment Reviews, Multi-Disciplinary Team (MDT), and discharge planning meetings.

Ensure that all recommendations are implemented to avoid hospital admission or delay discharge.

- **System Advocacy:** Seek to resolve barriers to support and challenge systems and services as necessary to ensure that individuals, and their families receive the services they require.

## Our values

Our values are our moral compass and core to our DNA. They underpin the way we deliver our services and treat those who use our services.

To many organisations values are just words which don't translate into reality of the day to day but our values flow through everything that we do, they define who we are, what we stand for and set the expectations of our colleagues, communities, customers and partners. They have been defined by our colleagues and have been integral to our journey so far and will be integral to our future as well.

We have three values which help us stand out from the crowd, not just because there's only three, but because they are unique to who we are. We care, we think, and we do.

Care	Think	Do
<ul style="list-style-type: none"><li>• Inspire</li><li>• Understand</li><li>• Communicate</li></ul>	<ul style="list-style-type: none"><li>• Challenge</li><li>• Improve</li><li>• Learn</li></ul>	<ul style="list-style-type: none"><li>• Accountability</li><li>• Involve</li><li>• Resilience</li></ul>

## Confidentiality and Information Security

As our employee you will be required to uphold the confidentiality of all records held by the company, whether patients/service records or corporate information. This duty lasts indefinitely and will continue after you leave the company's employment.

All information which identifies living individuals in whatever form (paper/pictures, electronic data/images or voice) is covered by the 2018 Data Protection Act and should be managed in accordance with this legislation. This and all other information must be held in line with NHS national standards including the Records Management: NHS Code of Practice , NHS Constitution and HSCIC Code of Practice on Confidential Information and should only be accessed or disclosed lawfully. Monitoring of compliance will be undertaken by the Company. Failure to adhere

to Information Governance policies and procedures may result in disciplinary action and, where applicable, criminal prosecution.

## Information governance responsibilities

You are responsible for the following key aspects of Information Governance (not an exhaustive list):

- Completion of annual information governance training
- Reading applicable policies and procedures
- Understanding key responsibilities outlined in the Information Governance acceptable usage policies and procedures including NHS mandated encryption requirements
- Ensuring the security and confidentiality of all records and personal information assets
- Maintaining timely and accurate record keeping and where appropriate, in accordance with professional guidelines
- Only using email accounts authorised by us. These should be used in accordance with the Sending and Transferring Information Securely Procedures and Acceptable Use Policies.
- Reporting information governance incidents and near misses on CIRIS or to the appropriate person e.g. line manager, Head of Information Governance, Information Security Lead
- Adherence to the clear desk/screen policy
- Only using approved equipment for conducting business

## Governance

Clinical governance is a framework through which organisations delivering health and care services are accountable to continuously improving the quality of their services and safeguarding high standards of care by creating an environment in which clinical and other forms of care flourishes. Employees must be aware that clinical governance places a duty on all staff to ensure that the level of care services they deliver to patients is safe and high quality, and that they follow/comply with our policies and procedures.

## Registered Health Professional

All staff who are a member of a professional body must comply with standards of professional practice/conduct. It is the post holder's responsibility to ensure they are both familiar with and adhere to these requirements.

## Risk Management/Health & Safety

The post holder has a responsibility to themselves and others in relation to managing risk, health and safety and will be required to work within the policies and procedures laid down by the company. Staff are required to observe the Hygiene Code and demonstrate good infection control and hand hygiene.

Employees must be aware of the responsibilities placed on them by the Health & Safety at Work Act (1974) to ensure that the agreed safety procedures are carried out to maintain a safe environment for other employees, patients and visitors. It is essential to observe strict fire and security precautions at all times.

All staff must report accidents, incidents and near misses so that the company can learn from them and improve safety.

## Safeguarding Children and Vulnerable Adults Responsibility

We are committed to safeguarding and promoting the welfare of children and adults at risk of harm and expects all employees to share this commitment.

## Medicines Management Responsibility

### **Nursing or registered healthcare professionals**

Undertake all aspects of medicines management related activities in accordance within the company's medicines policies to ensure the safe, legal and appropriate use of medicines.

### **Skilled non-registered staff**

Undertake all aspects of medicines management related activities in accordance with the company's medicines policy where appropriate training has been given and competencies have been achieved.

## Policies and Procedures

All colleagues must comply with the Company Policies and Procedures which can be found on the company intranet.

## General

We are committed to serving our community. We aim to make our services exemplary in both clinical and operational aspects. We will show leadership in identifying healthcare needs to which we can respond and in determining the most cost-effective way of doing so.

We recruit competent staff that we support in maintaining and extending their skills in accordance with the needs of the people we serve. We will recognise the commitment from our staff to meeting the needs of our patients.

The company recognises a “non-smoking” policy. Employees are not able to smoke anywhere within the premises or when outside on official business.

## Equal Opportunities

It is the company’s intention to be an employer of choice and ensure that no job applicants or employees are unfairly disadvantaged on the grounds of gender, disability, race, ethnic origin, colour, age, sexual orientation, religion or belief, trade union membership or any other factors that are not relevant to their capability or potential. To this end, the company has an Equality and Diversity policy and it is the responsibility of each employee to contribute to its success.

## Flexibility Statement

This job description is not exhaustive and may change as the post develops or changes to align with service needs. Any such changes will be discussed directly between the post holder and their line manager.

## Personal Specification

### Essential

- Relevant undergraduate degree, or evidence of working at degree level.
- Substantial experience working with children, young people, and families affected by Autism.
- Strong leadership and delegated management skills, with the ability to inspire, motivate, and manage a team effectively.
- Excellent communication and interpersonal skills, with the ability to engage effectively with diverse stakeholders.
- Expertise in assessment, intervention, and care coordination for children and young people with complex needs.
- Commitment to promoting the well-being, empowerment, and rights of children, young people, and families.
- Knowledge of relevant legislation, policies, and best practices in the field of Autism and neurodiversity. Understanding of using goal based outcomes.
- An understanding of safeguarding issues and child protection procedures, identifying risk and when safeguarding protocols needs to be followed

### Additional Information

- This is a full-time position based in Essex, with flexibility to meet the needs of Children and Young People.
- The successful candidate will undergo relevant training and induction processes upon appointment.

Travel within the region may be required to fulfill the responsibilities of the role.

### Other requirements:

- Driving licence and access to vehicle for work purposes

### Employee signature

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### Manager signature

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