



Job Description

Directorate	Families and Wellbeing
Service	Integrated Transfer of Care Hub & Intermediate Care Bed Bases

Post details	
Job title	Experienced Social Worker
Grade	Grade 7-8 Dependent on Experience and Qualifications.
Location of work	Kendrick Wing, Warrington & Halton Teaching Hospitals NHS Foundation Trust.
Directly responsible to	Team Manager
Directly responsible for	N/A
Hours of duty	37

Primary purpose and scope of the job

The Integrated Transfer of Care Hub is a multi-organisational Health and Social care team based within Warrington General Hospital; With a shared vision to 'support the residents of Warrington and Halton to live well, independently at home for as long as they are able'. Our primary role is to ensure safe and timely assessment and discharges from Hospital to various primary care/ community settings. The post holder will be expected to work on a rotational basis, the Integrated Discharge Team provides a 7-day service between the hours of 8am – 6pm each day.

Within the framework of legislation and Council policies and procedures, to work as a Social Worker within the team.

Adopting a Discharge to Assess approach, you will facilitate safe and timely transfer from hospital to home or the community and where an interim community placement is required, you will follow the service user, building on your initial assessment to plan for service users' longer-term needs.

Working Relationships

As a social worker you will have a responsibility to contribute to the development of the Transfer of Care Hub. You will also be responsible for developing and maintaining partnerships working with hospital colleagues, the wider intermediate tier of services, service users, carers and families, other statutory and voluntary agencies to ensure the best possible services to our customers.

Key Tasks and Responsibilities

1. The postholder must carry out the duties with full regard to the relevant legislative framework, the Council's Corporate Plan and other relevant policies for example: Corporate Equality and Diversity Policy, Health and Safety Policy and Social Inclusion Strategy.
2. Complete assessments under legislative framework, including identification of risk and the need for protection and determine what intervention is needed.
3. Liaise and negotiate with customers, carers, hospital colleagues and all agencies to ensure services provide the best standards of support and value for money.
4. Manage an allocated workload within Directorate priorities and Council policies.
5. Maintain appropriate and timely electronic records of work undertaken and carry out required administrative procedures.
6. Prepare for and attend Time to Talk sessions and staff meetings and make use of all relevant, available training and development opportunities.
7. Maintain evidence of practice to meet continual professional development requirements.
8. To contribute to the team's duty rota, screen enquiries and referrals made to the service in accordance with policies and procedures.
9. Contribute to the evaluation and development of services and new ideas by sharing knowledge about theory, skills and practice with other team members, professional groups and interested bodies.
10. To carry out all duties with due regard to confidentiality and data protection regulations.
11. The post holder through the course of their work will have responsibilities to safeguard and promote the welfare of vulnerable adults and children.
12. To undertake such additional duties as are reasonably commensurate with the level of this post.

Review Arrangements

The details contained in this job description reflect the content of the job at the date it was prepared; however, it is inevitable that over time, the nature of the jobs may change. Existing duties may no longer be required and other duties may be gained without changing the general nature of the post or the level of responsibility entailed. Consequently, the Council will expect to revise this job description from time to time and will consult with the post holder at the appropriate time.

Prepared / Revised By	Sarah Seddon
Role	Team Manager
Date	November 2025