

REHAB WITHOUT WALLS

CASE MANAGER



Job Purpose

- To manage individual clients in order to promote independence, maximise quality of life and reduce risk within agreed costs.

Key Responsibilities

- To conduct a risk assessment and where appropriate produce a risk management plan to demonstrate a minimum level of risk to the client and to all people who interact with, and work with, the client.
- To assess the client's needs and develop individual case management plans appropriate to the client's needs.
- To produce and implement proposals and recommendations for intervention which also provide costs to instructing parties, in order to gain agreement to progress a structured and timely client rehabilitation plan.
- To develop and prioritise clients' SMART goal plans to ensure appropriate treatment/action is timetabled.
- To research, identify and engage relevant specialists/people and monitor progress to ensure the quality and effectiveness of rehabilitation plan goals.
- To manage and support the client's engagement in day-to-day activities to ensure rehabilitation plan goals are met.
- To liaise with all concerned parties, train in brain injury where appropriate, and review progress against rehabilitation plan goals, to ensure timely progress.
- To monitor actual costs against proposal costs to ensure work is within budget.
- To provide and submit accurate and timely activity summaries and timesheets to enable timely billing.
- To support the Directors in induction and training for Case Managers to ensure team building and an efficient and quality service delivery.