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| **Job title:** | Bank Quality Inspector |
| **Responsible to:** | Director of Quality & Care |
| **Holiday/Sickness Relief:** | N/A |
| **Salary:** | £30 per hour |
| **Hours:** | Bank employment (it is anticipated that there will be 4 to 6 days work per month, on a flexible basis) |

**Purpose of the Job**

To promote and work within our values:



To assist in the continuous improvement of high-quality care for our residents, and to ensure we meets the expectations of our regulators.

We have an opportunity to enhance our delivery of a robust internal compliance and auditing function and the development of underpinning policies and strategies by strengthening our team.

You will need a full driving license and use of your own car, as you will be expected to travel across the portfolio of care homes.

To work within our Behaviour Charter

**Specific Duties & Responsibilities**

* Using our audit tools aligned with CQC, conduct internal compliance audits at our care homes including providing home managers findings and recommendations for improvements.
* Utilising an audit tool aligned with legislation and best practice, undertake a programme of H&S audits across the home.
* Conduct other quality assurance audits, as required.
* Provide high quality, timely audit outcomes and feedback to the Director of Quality & Care and support the development of action plans to address areas for improvement.
* Identify and record non-compliance trends, across our homes.
* Assisting with the review and development of audit tools.
* Assist with the development of procedures and processes, in line with best practice.
* Promote a culture of openness, honesty and transparency around governance matters through encouraging the sharing of practice and recognition of areas for improvement.

**Desired Skills & Experiences:**

This role will suit someone who is looking for part time employment on a flexible basis.

We are looking for someone who has the following skills:

**Essential:**

* Must have an exceptional eye for detail
* Experience of auditing and assessing in a Health & Social Care regulatory role
* Knowledge and understanding of Health and Social Care regulations
* Experience of Inspecting and Auditing against those Regulations
* Knowledge of Regulation applied by the Care Quality Commission (CQC)
* Must have a friendly and collaborative nature, working professionally and politely with internal key stakeholders.

This position is subject to an enhanced DBS check.

**This job description indicates only the main duties and responsibilities of the post. It is not intended as an exhaustive list.**

***I confirm I have received a copy of this job description***

***Name:***

***Signature:***

***Date:***