



Jane Dawson



Independent Case Manager Assistant
Infinity CMA

jane@lantern-cm.com

Adults & Children

Specialisms

Brain Injury

Experience of:

Autistic Spectrum
Disorders,
Challenging Behaviour,
Learning Difficulties.

Profile

Jane is a confident, enthusiastic, and organised individual with a keen eye for detail and over 10 years' experience in various educational and care settings.

Jane has been working as admin support for an experienced case manager for a significant amount of time, during which she has developed a greater understanding of the role of the CMA and supporting people with brain injuries.

Her previous roles have included working as an education welfare officer in schools, where she also managed the attendance team and as a support worker in a residential setting supporting young people with emotional and behavioural difficulties.

Jane holds a degree in Business Management and has a strong business background. She has vast experience in customer service, administration, human resources and finance. She is adept at providing advice and guidance, having worked with in both the civil service and local authority.

Jane is a strong team player, with proven ability to respond positively to change with a motivated and professional work ethic. She is very empathetic and always puts the client's needs first, supporting clients to promote independence and maximise their quality of their life.

Testimonial

"Jane is conscientious, organised, efficient, supportive, and empathetic. She goes out of her way to help and is keen to learn. She is professional and always puts the client at the centre of her work. She appreciates the difficulties the client experiences and seeks appropriate solutions. Her vast experience is clear, and she will be a fantastic advocate for her clients."

Case Manager

Location


Sheffield, South Yorkshire

Coverage

Midlands, Northern England



The
Case Management
Community

CQC Registration Status 	3HUB Ltd is Registered with CQC 21/03/2024 Click here for CQC registration ; 3HUB Community Members are able to use the 3HUB Ltd CQC registration and governance processes as an associate of 3HUB for clients that need regulated activity (subject to capacity). Current Rating: CQC has not inspected this service yet Regulated Activity Provided: personal care; treatment of disease, disorder or injury; caring for adults over 65 yrs; caring for adults under 65 yrs; caring for children (0 – 18 yrs); and physical disabilities.
Qualifications	BA(Hons) Business Management, Metropolitan Manchester University, 2001
Continuous Professional Development	Regular training and formal 3 monthly supervision. Professional development reviews and governance/due diligence checks are undertaken annually. Current Mandatory Training Certificate and Safeguarding Level 3 Certificate available on request.
Professional Liability Insurance Policy	Professional Indemnity Cover: up to £5million per claim Public Liability Cover: up to £5million per claim Policy details available on request.
GDPR compliant	Current ICO Certificate available on request. Data Controller: Jane Dawson
Enhanced DBS Certificate & Update Service	Full, clear enhanced Disclosure and Barring Service (DBS) certificate currently in place & update service details available on request.
Key Policies	All our policies and procedures are reviewed annually, and full details are available on request. Our suite of policies and procedures include Governance (including third party due diligence), Data & IT, Safeguarding, Safe Working & Risk Management, Employment, Clinical.