

Job Description

Job Title	Occupational Therapist
Grade	Band H
Reporting To	OT Team Manager
JD Ref	PC0138G

Purpose

To be part of a highly motivated Occupational Therapy Team providing quality assessments in community settings to people 18 years and over. Promoting independence, enabling choice and control of their environment, minimising risks where practical and applicable, supporting carers in their roles.

Main Duties And Responsibilities

Behavioural:

- Enjoy, achieve, create impact, and thrive in the role and organisation.
- Live our values in the role and organisation.
- Positive attitude and have a flexible approach to work.
- Punctuality

Communication, Engagement and Training:

- Ability to empathise with others.
- Evidence of commitment to Occupational therapy service and continual professional development activities
- Excellent communication / interpersonal skills with individuals, will be required to provide complex or sensitive information.
- Be able to communicate clearly with a variety of health and social care professionals.
- Ability to influence and use assertiveness skills effectively to deal with contentious situations.
- To maintain high levels of concentration throughout the day e.g. During communication within a busy office environment, whilst driving, during contact time with people, writing assessments, and reading clinical information.
- To accept responsibility for establishing and maintaining healthy interpersonal relationships within the work environment with people, across Health and Social Care Professionals, GP's, Care Agency Staff, third sector staff, housing staff, any other professionals working with individuals and work effectively as a member of the multi-disciplinary team.
- To maintain accurate records of all assessments, telephone consultations and related work carried out each day.
- To accurately report consultation activity using data capture systems
- Liaise with and return telephone calls to members of the MDT team including G.P.'s and NHS staff, consultants, specialist nurses such as Parkinson's nurse, MND nurse, MS nurse, regarding people's needs and their management.

- To ensure that all information relating to people and staff is kept confidential according to record keeping policy GDPR and Caldicott guidelines.

Data Analysis and Decision-Making:

To be responsible for the assessment, planning, implementation and evaluation of Occupational Therapy intervention to a variety of people with a wide and complex range of clinical needs including but not exclusive to:

Biomechanical conditions, Diabetes, Connective tissue disorders, Vascular conditions, Neurological conditions, Orthopaedic conditions, Cognitive dysfunction, cancer impacting upon physical function, people who have mild to moderate learning disabilities, or mental health conditions, coexisting with functional disorders/conditions.

Provide assessment in a wide range of community settings, people's homes, supported living, shared lives accommodation, day care centres to support manual handling, residential care/nursing care homes to support discharge back to own home/new accommodation .

- Provide information and advice to people, their relatives, and carers.
- Provide assessment and provision of adaptive equipment ensuring that Community Equipment is prescribed in accordance with the agreed eligibility criteria and associated protocols.
- Provide assessment for adaptations to home environment, make recommendations within the agreed eligibility criteria to Housing Adaptation department of Regeneration and Environment, for provision of minor adaptations and to support an application for a Disabled Facilities Grant for major adaptations.
- Assessment of needs within day care centre as appropriate to enable formal carers in their roles when doing manual handling tasks.
- To have the capability to move and handle people, in accordance with manual handling protocols, possibly in confined spaces, with people who may be immobile, wheelchair users or confined to bed, or have complex behaviours.

Performance Management:

- To have individual responsibility and be professionally accountable for all aspects of own clinical work with people, delegating tasks as necessary to assistants and referring onwards as needed to other Health / Social Care Professionals and/or departmental specialists by following agreed pathways.

Compliance:

- Adhere to and comply with all relevant corporate policies and procedures including Health & Safety, General Data Protection Regulations (GDPR), Corporate Governance and Code of Conduct.
- Ensure a safe environment for self, staff and people and their carers.
- Ensure confidentiality and seeking consent from people in order to/before you share any information with others such as health professionals, social work professionals and family members who may enquire on involvements and outcomes, whilst ensuring sharing any critical information with relevant others if person is at risk of harm, in danger as per safeguarding policy

Other:



- Any other duties commensurate with the grade as directed by team leader and Team Manager

Role Specific Knowledge, Experience And Skills

Qualifications

Essential:

- Occupational Therapy degree
- Registered with the Health Professions Council (HPC) as an Occupational Therapist

Knowledge & Skills

Essential:

- Excellent communication/ interpersonal skills
- Excellent time management skills and ability to prioritise workload.
- Highly developed organisational skills
- Ability to work under pressure and respond quickly to manage interventions with people.
- Ability to influence and use assertiveness skills effectively.
- Evidence of occupational therapy assessment and intervention skills
- Evidence of good risk assessment and management skills
- Computer literate

Desirable:

- Ability to support and motivate assistant staff.

Experience

Essential:

- Experience of working with adults with long term conditions and adaptive equipment and/or adaptations
- Broad experience working in Occupational Therapy, working in a variety of settings (hospital, intermediate care, rehabilitation, community) and delivering a wide range of procedures, assessments and interventions.
- Up to date portfolio of continued professional development

Desirable:

- Demonstrate an understanding of local government and legal frameworks, national criteria, acts and agendas.
- Minimum one year's post qualification experience if worked in a community setting or 2 years if hospital only setting.
- Experience of student supervision

Additional Information

Ability to travel across the Borough and work from various locations.

Work hybrid, office base twice a week as minimum with a flexible working approach to accommodate service needs.



Expected to work from a fixed location office base (subject to change).

On occasion, able to work outside traditional hours, as required, adopting a flexible working approach in response to business requirements.

Health & Safety Considerations:

- Prolonged Repetitive Movements/Actions
- Moving or handling of people /heavy loads
- Work with VDUs (Video Display Unit) (>5hrs per week)
- Driving duties to undertake visits to people/visits to equipment store/attendance at training and meetings.
- Contact with latex/PPE as required.
- Exposure to persons with challenging or aggressive behaviour
- Involves frequent exposure to unpleasant working conditions e.g. Sweat, bodily fluids, pests, unhygienic surroundings, smoke filled rooms and cramped conditions
- Carry out activities, which include kneeling, crouching, bending, lifting, moving equipment, and possibly other items such as beds/chairs to access use of equipment, maintaining static / awkward postures for short periods of time on a daily basis.

Approved By: Pippa Philipson, Senior Manager Adult Social Care

Date Of Approval: 26/04/24

