

ADULT COMMUNITY SERVICES

OCCUPATIONAL THERAPIST

BAND 6

JOB DESCRIPTION

MINIMUM QUALIFICATIONS

- Hold a Diploma/Degree in Occupational Therapy or be a graduate of a School of Occupational Therapy recognized by the World Federation of Occupational Therapists.
- HCPC Registration
- Evidence of postgraduate CPD

JOB SUMMARY:

- To manage a defined caseload, using evidence based practice and client-centred principles to assess, plan, implement and evaluate interventions.
- To provide a comprehensive Occupational Therapy assessment and recovery service to Service Users who have varying mental health needs.
- Provide supervision and facilitate professional development with Occupational Therapy Assistants, Health Care Assistants, Support Time and Recovery workers and Occupational Therapy students.
- To have an active role in education of staff through in-service training, multi-disciplinary training programmes, IHSCS programmes, Occupational Therapy student training and work experience; and to work in an education role with other staff groups and with the wider multi-disciplinary team and outside agencies/charities.
- Have a commitment to working within a multi-disciplinary team (MDT) by collaboratively working with professional colleagues to provide a high standard of multi-disciplinary service.
- To work as part of the Mental Health inpatient service and a wider multi-disciplinary team in a variety of settings including Service Users' own homes, community settings, Service Users' work place, as well as within the Oberlands centre, Princess Elizabeth Hospital.

RELATIONSHIPS:

RESPONSIBLE TO: Mental Health Service manager

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| ACCOUNTABLE TO: | Director Adult Community Services |
| RESPONSIBLE FOR: | Occupational Therapists, Support Time and Recovery workers and Therapy Assistants, Students |
| LIASES WITH: | Service Users, carers and relatives. Managers, clinical and non-clinical staff of HSC and from other States Departments, Social Security, Occupational Therapists, Social Workers, Nurses, Medical Staff, Staff in Community care settings and voluntary bodies |

MAIN DUTIES AND RESPONSIBILITIES:

- To manage a caseload of service users, including those with multiple diagnosis, complex needs and requiring interventions that involve the wider community team, and be responsible for organising own workload in line with the agreed priorities, policies and procedures of the employing authority.
- To carry out appropriate assessments, undertake individual client-centred treatment programmes focusing on agreed goals and to evaluate and adapt the programmes as needs change.
- To facilitate the safe discharge of individuals to community living.
- To communicate complex, sensitive, clinical and procedural information to service user and/or carer.
- To communicate with other professionals/carers during the assessment process and in undertaking treatment programmes to ensure best clinical practice and integrated service delivery.
- To prepare/present appropriate professional reports as required.
- To attend and contribute to case conferences, ward and community care-planning meetings as required.
- To utilise appropriate skill mix in the delivery of the Occupational Therapy Service.
- To review case progress regularly, record information and carry out administrative procedures in accordance with inpatient ward practice.
- To formulate a specification, following assessment, for the provision of minor medical devices/assistive technology and adaptations to ensure it meets identified need.
- To identify long-term needs and make onward referrals to action further intervention to meet service users holistic needs.
- To carry out manual handling/clinical risk assessments and implement subsequent actions.
- To actively participate in regular professional supervision in order to demonstrate and be accountable that planned interventions meet identified needs.
- To be accountable for own safety as a lone worker and ensure any risks identified are documented and actioned.
- To gain a detailed working knowledge of all policies and procedures relating to Occupational Therapy Service and demonstrate understanding of its application to clinical practice.
- To ensure active involvement in established service practices such as team/staff meetings, in-service training.

- To participate in other activities, which would benefit from the application of professional Occupational Therapy, e.g. group work, working parties as directed by Line Manager.
- To be responsible for own Continuous Professional Development including attending mandatory training as directed by Line Manager and other relevant courses and lectures, which would benefit the overall service to clients/carers and satisfy clinical governance requirements.
- To act as a resource to colleagues within the Team, Service and HSC groups in area of special interest.
- To give talks/lectures/demonstrations to Occupational Therapy colleagues and other disciplines.
- To bring to the notice of the Mental Health Service Manager any observed shortfall in provision to service user and carers together with any suggested measures to improve further develop services.
- To play an integral part in service improvement at Team, Service and HSC level
- To ensure own practice is informed by and adheres to professional standards and clinical guidelines in adherence with Clinical Governance requirements.
- To undertake the management of junior staff/unqualified staff/students as directed by Line Manager.
- To participate in the selection and recruitment procedures for appropriate staff within the department.
- To liaise with other disciplines and agencies to ensure that effective communication and reporting takes place at all times, in line with HSC procedures
- To provide training programmes, including induction for staff within the service according to identified need.
- To participate in the practice education of Occupational Therapy students.
- To undertake audits to evaluate service delivery and make recommendations for service improvements to meet changing/emerging needs.

KEY CRITERIA:

ESSENTIAL:

- Experience working at Band 5 level or above as an Occupational Therapist and had experience of working in a different setting as part of a Recovery pathway.
- Knowledgeable in Occupational Therapy models and treatment approaches and able to critically evaluate implementation within clinical area in line with organisational policies and evidence based practice principles.
- Ability to self-manage, prioritise and delegate appropriately to manage own workload yet able to recognise the need for and seek support when necessary

- Have experience working in a multi-disciplinary team gaining an awareness of team dynamics and developed good interpersonal skills and the maturity / self-confidence to form effective working relationships.

DESIRABLE:

- Experience working in an acute setting including using standardised assessments, discharge planning and recommending minor equipment and adaptations.
- Evidence of contributing to the professional development and clinical education of more junior staff, students and assistants.
- Clean driving licence
- Competent IT skills
- VQ Assessor

ORGANISATIONAL CHART:

