# BO_2colOCCUPATIONAL THERAPY SERVICE

# JOB DESCRIPTION & PERSON SPECIFICATION

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| 1. **JOB IDENTIFICATION**     **Job Title:**  SpecialistOccupational Therapist – Band 6,    **Responsible to:** Occupational Therapy Team Leader – Adult and Older People  **Service:** Occupational Therapy    **Base: Community**    **Date JD Written/Updated: July 2021** 6073E |
| 1. **JOB PURPOSE**  * To function as an independent practitioner / clinical expert in the development and provision of a high quality Occupational Therapy (OT) Service in Adult and Older People   Physical services (AOPS) within acute / community settings.   * To provide clinical / professional advice to patients, carers and other Health Care Professionals * To provide support, supervision and teaching / training to staff, students as appropriate. * In conjunction with the Team Lead, to contribute to service developments. |
| **3. ORGANISATIONAL POSITION –** See Attached Sheet |

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| **4. SCOPE AND RANGE**   * To work across the AOPs ,as required., with patients who have co-morbidities as referred by members of the Multi-Disciplinary Team. * If appropriate to initiate and manage projects which will deliver enhanced patient care and confirm best practice. * To work as part of a multidisciplinary team caring for patients with a variety of physical conditions. * The post holder has no direct budgetary responsibility. * The post holder be required to work flexibly and participate in weekend rotas.. | |
| **5. MAIN DUTIES/RESPONSIBILITIES**   * To follow general professional guidelines for Royal College of Occupational Therapists and   affiliated Occupational Therapy Special Interest Groups, SIGN guidelines, NHS Board  policies and procedures.   * To develop individualised programmes of care and provides highly specialised advice to   patients and carers within a rehabilitative framework including the following approaches:-   * + - cognitive     - client-centred     - problem solving     - behavioural * To assess, implement, evaluate and review treatments goals to support discharge   planning using clinical reasoning to make informed decisions.   * To contribute to and/or lead multidisciplinary meetings and case conferences relevant to   patient treatment and future care.   * To be responsible for accurate recording of clinical interventions. * To advise relatives and carers in the setting of treatment goals to encourage, where   appropriate, their participation in the rehabilitation process.   * To be responsible for   + - safe use of equipment     - demonstration assessment of equipment for patient   - training of patients, staff and carers.   * To promote development of specialist skills in colleagues and junior staff through super-   vision and in-service training.   * To communicate complex clinical information in an understandable format to patients in in order to encourage active participation in programmes of care. * To be actively involved in quality assurance, standard setting and clinical audit issues, if required. * If requested, contribute to the education/development of OT students and those of other disciplines and students. * To keep clinical and professional skills updated to ensure delivery of evidence based practice. * To make judgements on a variety of dysfunctions requiring investigation, analysis,   assessment and problem solving. | |
| 1. **SYSTEMS AND EQUIPMENT**  * use of statistics system emis * use of e-mail, intranet and internet * photocopying * on-line ordering using community Equipment Store website | |
| **7. DECISIONS AND JUDGEMENTS**   * functions autonomously in clinical practice. * has ability to anticipate changes in patients’ treatment plan using expert clinical   reasoning and to implement appropriate actions required.   * has the ability to challenge decisions made by others if they are against policy,   guidelines or are not in the best interest of the patient.   * to involve patients in setting goals and priorities for intervention. * to be sensitive to the needs of the individual and modify treatment objectives accordingly. * to act as a resource and to provide leadership to promote a consistent, co-ordinated   approach to professional development in the department.   * reflect on own performance and practice through effective use of support, supervision   and appraisal.   * to propose operational policy amendments to promote best possible outcomes for patients. | |
| **8. COMMUNICATIONS AND RELATIONSHIPS**     * To develop a therapeutic relationship with patients, carers and relatives. * Ability to communicate complex information to multi disciplinary team members,   other colleagues and outside agencies.   * Communications may be written and/or verbal. * Obtaining relevant information concerning a patient’s situation. * Able to deal with patients or relatives with special needs or deal with sensitive issues,   empathetically and with re-assurance, as appropriate.   * Required to deliver formal and informal teaching sessions and support others in   providing education for patients, colleagues and relatives.   * To review and amend documentation and communication processes in line with changing policies, procedures and practices. | |
| **9. PHYSICAL DEMANDS OF THE JOB**     * Manual handling skills, both patients and objects, eg assistive equipment * Light to moderate physical effort for short periods. * Use of thermoplastic materials to manufacture upper limb splints | |
| **10. MOST CHALLENGING/DIFFICULT PARTS OF THE JOB**   * Job is challenging/unpredictable due to the nature of working with people. * To work under pressure in busy hospital wards with fast throughput of patients. * Occasional exposure to unpleasant working conditions. | |
| **11. KNOWLEDGE, TRAINING AND EXPERIENCE REQUIRED TO DO**  **THE JOB**   * a diploma or degree in OT * current registration with Health Care Professions Council * evidence of participation in Continuous Professional Development   (CPD)   * To comply with the RCOT Code of Ethics and Professional Conduct   national and local policies and procedures.   * to participate in in-service training programmes, personal study,   attendance at lectures, courses and other relevant CPD activities in  order to develop fitness to practice as an OT working in a physical setting..   * experience at senior level and a specialism within the physical health   setting. |  |
| **12. JOB DESCRIPTION AGREEMENT**    A separate job description will need to be signed off by each jobholder to whom the job description applies.    **Job Holder’s Signature:**    **Head of Department Signature:** | **Date:**    **Date:** |

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|  | PERSON SPECIFICATION |  |

**BAND 6 OCCUPATIONAL THERAPIST**

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| **COMPETENCY** | ESSENTIAL | **DESIRABLE** |
| **1. QUALIFICATIONS** | * Dip/Degree in Occupational Therapy (OT) * HCPC Registered | * Membership of Royal College of Occupational Therapists (Membership of a special interest group related to physical conditions) * Fieldwork Educators Course Certificate * Post-graduate education related to physical conditions |
| **2. EXPERIENCE** | * Evidence of specific experience within the field of physical conditions * Evidence of contributing to the development of a service.   An understanding of current national policy developments and frameworks |  |
| **3. SKILLS** | * Leadership skills; to include supervision and appraisal of junior staff * Ability to work in partnership with multidisciplinary / multiagency settings to meet the unique needs of individuals. * Sound clinical skills and ability to demonstrate appropriate use of models of practice. * Ability to creatively develop the OT role within this service * IT Skills | .   * Evidence of playing a key role in extending your knowledge to others.   . |
| **4. PERSONAL QUALITIES AND DISPOSITION** | * Ability to empathise with service users and respect their rights as individuals. * Motivated, demonstrating a positive attitude and enthusiasm. * Good communicator * Good team worker * Able to work under pressure * Manage time effectively with an ability to prioritise caseload independently * Ability to use supervision and support constructively. |  |

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| **5. RESEARCH AND TRAINING** | * Evidence of CPD * Knowledge of clinical governance, quality assurance, standard setting and clinical setting and clinical audit issues. | * Evidence of post-graduate research * To have attended training / short courses or undertaken personal study related to physical conditions |
| **6. OTHER** | * Be able to demonstrate the ability to transfer OT skills from one speciality to another. * Ability to drive a car and travel to meet the requirements of the post. |  |

*Reviewed July 2012*

**Organisational Position**