# 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.
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|  **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..

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| **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 Boardpolicies 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
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| **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.
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| **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.
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| **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
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| **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.
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| **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 inorder 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
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| **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.

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| **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
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| **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.
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*Reviewed July 2012*

 **Organisational Position**