**Person Specification**

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| JOB TITLE/BAND: | | SUPPORT WORKER BAND 4 | | |  | |
| **LOCATION:** | | Occupational therapy department, Ninewells Hospital | | |  | |
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| **CRITERIA** | | **ESSENTIAL** | | **DESIRABLE** | **METHOD OF EVALUATION** | |
| **EXPERIENCE:** | | Relevant experience working as a therapy support worker or equivalent in the health service or other agencies.  Experience of implementing programmes of care as prescribed by a qualified practitioner. | | Experience working within an acute fast paced environment.  Experience in multi-agency working  Experience in assessment / treatment and occupation based intervention within an agreed protocol of OT | Application form | |
| **QUALIFICATIONS:**  (Training; Research; Publications) | |  | | National 5 English  SVQ Level III or HNC Health Care  Other relevant validated courses | Documentation / certificates | |
| **KNOWLEDGE &**  **SKILLS:** | | Good communication skills i.e verbal, non-verbal, listening and written.  Competent in dealing with patients who may have cognitive or speech problems.  Ability to carry out instructions independently  Able to manage workload   * Time management * Organisational skills * Prioritisation skills   Able to work unsupervised | | Basic IT / internet skills  Knowledge of admin systems: e.g  Trakcare / Pecos / Elms  Experience of writing in patient records / SOAP notes.  Therapeutic handling / movement facilitation.  Knowledge of the OT management of a wide range of medical conditions. | Application form  Interview  References | |
| **PERSONAL QUALITIES:** | | Hard working  Responsible  Flexible and adaptable | |  | Application form  Interview  References | |
| **OTHER:** | | Understanding of hospital and community care settings  Evidence of a positive approach to learning  Knowledge of clinical effectiveness | |  | Application form  Interview  References | |