

Job Description

Job Title:	Community Occupational Therapist - Adults (Care Direct Plus/Community Team)
Grade:	Community Occupational Therapist Band 6
Job Number	N.0030
To whom directly responsible:	Team Manager/Therapy Lead
For whom directly responsible:	Clinical supervision for Band 5 OT/s and non-registered workers within the Team

Brief overall description of role:

Use of Occupational Therapy (OT) philosophy and the delivery of interventions focussing on promoting independence by supporting individuals to maximise their occupational performance in the activities that are important to them.

Use of OT core skills, including activity analysis, understanding the impact of disability and the environment on independence and knowledge of adaptive solutions to reduce dependence.

Working across all areas of Social Care and health responsibility and delivering a range of interventions including; information, advice, safeguarding and full case management as well as environmental adaptation, equipment provision and the use of a reabling approach.

Working as full members of the Team, Community Occupational Therapists are responsible for providing a person-centred service through specialist clinical assessment within the context of Social Care and Health policy and legislation.

The post involves leading on cases to support individuals with complex needs and lone working in a variety of settings.

The work will include screening and assessment roles, both face to face and over the telephone, involving clinical Occupational therapy skills and specialised therapy work. It will include providing support, advice and training as applicable to a range of staff including non-professionally registered workers, students (including OT and Social Work) and other professionals as well as to junior (Band 5) Occupational Therapy staff.

Extended Services (Saturday working) has been introduced for some roles/settings to ensure facilitation of hospital discharges on a Saturday and bring forward and expedite discharges or prevent admission.

Major Tasks / Responsibilities:

Overall Tasks

- Using a strength-based approach, completing an assessment of the needs of individuals with complex medical presentations and needs, contribute by triaging to identify the appropriate service to meet their needs, including leading in discussions with other professionals.
- Provision of Advice and information to colleagues and other professionals, as required on specific cases, relating to people with complex physical disabilities regarding solutions such as equipment, adaptations and the use of a reabling approach to promote independence.
- Where it is appropriate to best meet the needs of the individual, the role will include the full

range of care management activities including Review and Care Planning activities and supporting carers.

- Leading on investigations where there are concerns regarding the safety of vulnerable individuals.
- Leading on the development and delivery of training and providing clinical support to professionally qualified and non-professionally registered workers, to further their expertise, skills and knowledge in this area of work.

Specialist OT Assessment and Advice

General: Leading on the delivery of Occupational Therapy practice and intervention, combining the clinical knowledge of medical conditions with an understanding of the impact of disability, you will support the individual and/or their carer to find or learn alternative techniques for completing their desired activities. You will utilise your Occupational Therapy skills, alongside your knowledge of health, social care and community services to source or provide information, regarding equipment and environmental adaptations and/or make arrangements for alternative support that maximises independence or reduces dependence:

- Information gathering, identifying what is important to the individual, analysing the information to identify with the individual, solutions to reduce dependence, for example, completing face to face or telephone strength-based assessments with individuals, working with the individual and carers to identify individual outcomes/goals.
- Providing support for the individual to source their own solutions or direct prescription of equipment and environmental adaptations following an assessment, including direct referral to local authorities, housing associations and other organisations.
- Screening and referral of individuals for other services including, community and voluntary sector services relevant to the individual's needs, to maximise their independence.

Developmental activity:

- Work flexibly and creatively, taking a leading role in the development of Occupational Therapy services across social care and health.
- Promote Occupational Therapy practice, contributing to organisational strategic objectives.
- Contribute to development of the social care and health work force including supporting students, non-professionally registered and professionally registered workers.

On a daily basis undertake a individual-centred approach to meeting complex need through:

Clinical

General: To work with individuals with complex acute and/or chronic conditions including those with life-limiting conditions, in a variety of settings, to undertake proportionate assessments of need applying the Person, Environmental, Occupational and Performance (PEOP – Christiansen and Baum 2005) model of Occupational Therapy practice.

To apply Occupational Therapy skills and knowledge to maximise independence prior to making and arrangements for care and support, so minimising dependency and costs both in the short and longer term.

- To identify safeguarding adults concerns, implement and lead on the application of safeguarding policies processes, for individual or multiple cases (eg. whole homes) as appropriate.
- Where necessary provide specialist complex clinical reports.
- To complete assessments under Care Act 2014 and complete full care management activities including Review and Care Planning
- Utilising in-depth knowledge of physical and mental function to complete the assessment of need and recommendations for major adaptations and Disabled Facilities Grants, (provision is under Housing Grants Construction and regeneration Act 1996 rather than Social Care or Health legislation)

- To work closely with the individual and other agencies to promote inclusion and opportunity to access the wider community.
- To have an in-depth knowledge of the progression of medical conditions and therefore the potential impact on: the individual, their carer/family and ultimately their personal aspirations/goals
- Complete and analyse holistic person-centred assessments in the context of an individual's medical conditions on their daily occupations
- To understand the individual's "narrative", as told by them, within the context of their daily life in relation to the impact of their medical conditions or vulnerability
- To work with the person (and/or carer/family) to identify what is important to them, what their goals and strengths are, whilst identifying any physical, environmental and mental barriers of their medical condition/vulnerability
- To identify with the person (and/or carer/family) potential solutions to any identified barriers to achieving/maximising independence – at all times recognising and acknowledging the person's goals
- To use your knowledge and understanding of activity analysis to assist the person to identify and plan achievable and graded activities/targets that work towards their ultimate goals
- To use your knowledge and understanding regarding physical and mental function to support people to achieve their goals and take informed risks to maximise their independence potential
- To use your knowledge and understanding of bio-mechanical movement and disease progression to inform provision of equipment solutions and techniques eg. moving and handling and postural seating
- To complete assessment for and demonstration of safe use (individual and carer/family) regarding adaptive and compensatory approaches to support the attainment of the person's identified functional activities/tasks
- To complete assessment for and demonstration of safe use (individual and carer/family) regarding assistive equipment to support achievement of personal goals to maximise/achieve independence
- To provide education and teaching of lifestyle/condition management techniques to aid physical and mental well-being
- To use reflective and clinically evidence based practice to support individuals that promote personal independence.
- To use risk assessment and activity analysis techniques in relation to medical presentations to promote and maximise independence in daily occupations that are important to the individual.

Organisational

- Participate or lead in evidence based audits, contributing to the evaluation of own and others' clinical practice and service development as requested.
- Lead on the development of induction programmes for new staff (professionally and non-professionally registered) and the education of professional registration students.
- Possess and apply competent practical I.T. skills sufficient to complete the role and to meet organisational requirements.
- Take responsibility for ensuring the efficient use of resources in operational practice, participating in budget control and best value initiatives as identified by the line manager.
- Provide clinical supervision and support to junior staff members (Band 5), both professionally registered and non-registered workers, as requested.
- Participate in line management and clinical supervision in accordance with organisational policy and standards, informing and consulting with line manager/professional supervisor/professional lead where there are significant risks or complexity.
- Authorise spend on services within clinical and financial limits as designated by role and grade.
- Ability to manage own workload and that of others

Professional

General: To work within shared regulatory and professional practice standards and requirement (HCPC and RCOT) eg. post qualification competence levels, responsibilities regarding delegation, communication and recording standards etc.

- Take a shared responsibility, with the organisation, for own Continuous Professional Development.
- Take individual responsibility for ensuring that Professional Code of Practice and Professional Standards (including Health and Care Professions Council) are met, raising with clinical supervisor where any gaps are identified or additional support is required
- Lead on the planning and delivery of in-service training and student education.
- Through the use of active clinical reflection techniques, monitor and develop own performance, aiming to achieve and maintain a high standard of professional and personal competence
- Provide effective clinical supervision for junior (Band 5) Occupational Therapists, using clinical reflection and challenge to support development of their knowledge, skills and professional practice.
- Ensure own knowledge of current Occupational Therapy techniques, Social Care and health legislation and policy, is up to date, increasing own and supervisees knowledge and that this is evidenced in a professional portfolio.
- Maintain accurate and contemporaneous records in accordance with organisational standards.

Communication/Links

- Take a lead in representing occupational therapy, social care and health practice at a wide variety of meetings, to ensure the delivery of a coordinated, multidisciplinary interagency service.
- Communicate specialist information clearly and concisely with members of the multi-disciplinary team, other statutory organisations, voluntary and community service providers.
- Use effective and appropriate communication skills in order to share information, suggestions and clinical reasoning with the line manager, supervisees, clinical supervisor, colleagues and other relevant professionally registered and non-professionally registered workers.
- Communicate effectively using a range of skills and tools, to exchange sensitive case information with individuals and their carers. This will regularly include individuals who have difficulties in understanding, who have problems with communication or who have sensory impairments.
- To work closely with housing agencies to make recommendations and/or arrangements for major environmental adaptations and/or to facilitate alternative housing solutions.
- To comply with, actively commit to and promote organisational customer service standards both with internal and external partners and individuals, when using any communication media including telephone, email and face to face.

Health and Safety

- Take responsible care for your own health and safety and that of other persons who may be affected by your acts or omissions.
- Conform to statutory regulations, social care policies on health and safety, fire procedures and confidentiality and to attend any training sessions as required.

Financial

To take responsibility for ensuring solutions are at all times cost effective and to work within financial delegated limits.

Future Developments

Integrated Occupational Therapy

It is anticipated that Occupational Therapy services across health and social care will become more integrated within the developing care pathways. These developments and the associated job descriptions/specifications will be revised as part of that process, in consultation with staff, staff representatives and other stakeholders.

The above outlines the duties required for the time being to indicate the level of responsibility. It is not a comprehensive or exclusive list and duties may be varied from time to time which do not change the general character of the job or the level of responsibility entailed.

Person Specification - Occupational Therapist Band 6

CATEGORY	REQUIREMENTS	ESSENTIAL/ DESIRABLE	METHOD OF ASSESSMENT
Education/ Training	<ul style="list-style-type: none"> Professional knowledge acquired through degree or diploma in Occupational Therapy. Registered as fit to practice by Health and Care Professions Council. Continuing professional development evidenced through appraisal/supervision/practice/portfolio. 		Application Form Interview CPD Portfolio
Experience	<ul style="list-style-type: none"> Minimum of 2 years post qualifying experience relevant to post. Experience of working in close liaison with other appropriate agencies. Experience of working in a Social Care and/or Health community setting 	<ul style="list-style-type: none"> Involvement in service development. Supervision of students on placement. 	Application Form Interview CPD Portfolio
Knowledge	<ul style="list-style-type: none"> Demonstrable working knowledge of Health and Social Care Policy, housing and legislation affecting general OT and moving and handling practice. In depth knowledge and understanding of the impact of physical and psychological conditions, disabilities/disorders on function Knowledge and application of standardised assessments, including risk assessment. Knowledge of the principles of complex moving and handling of people. Knowledge of safeguarding processes. Knowledge of the principles of housing construction and design and housing adaptations. Knowledge of a wide range of standard and specialist disability equipment. 	<ul style="list-style-type: none"> Demonstrable working knowledge of local guidelines, policies and procedures affecting the development and delivery of services to adults and older people. Knowledge of OT models of practice and outcome measures. Knowledge of seating and postural management. 	Application Form Interview CPD Portfolio
Skills/Abilities	<ul style="list-style-type: none"> Excellent interpersonal skills. Ability to utilise self-directed learning. Ability to work independently and demonstrate highly developed theoretical and practical skills with a high degree of autonomy within defined policy and management framework. Able to assess, anticipate, prevent and meet needs arising from the effects of disability and dysfunction through therapeutic intervention in a functional context and where appropriate, goal planning, commissioning services to meet need, including the identification of appropriate equipment via face to face or telephone assessment. Ability to pass on skills/knowledge to others within both formal and informal environments. 	<ul style="list-style-type: none"> Accredited to undertake the role of practice educator for student Occupational Therapists on skills and knowledge within core clinical areas. 	Application Form Interview CPD Portfolio

	<ul style="list-style-type: none"> • Ability to assess and manage complex clinical risk. • Ability to identify and manage safeguarding issues. • Ability to work effectively in emotionally charged environments. • Ability to work flexibly in a work environment with fluctuating work patterns. • Ability to assess and respond appropriately in a timely fashion according to the presenting level of need. • Possess the ability to make decisions in difficult complex situations. • Ability to provide information about other community resources/agencies involved in meeting client need. • Ability to prioritise need and make cost effective provision within departmental guidelines and eligibility criteria. • Have competent IT Skills e.g. Care First, email, IT based documentation. • Ability to lead/participate in audits. • Ability to maintain prompt accurate and legible records within departmental guidelines and processes. • Ability to apply complete ergonomic, moving and handling risk assessment. • Excellent communication skills. Ability to communicate highly sensitive information from and to clients, carers and providers • Able to receive from and provide professional advice and consultation to, professional colleagues in Health, Social Care and partner agencies. 		
Mental and Emotional Effort	<ul style="list-style-type: none"> • Able to demonstrate self-management mechanisms and techniques in potentially challenging or emotionally charged situations eg. when working with those with life limiting conditions 		
Other Relevant Factors	<ul style="list-style-type: none"> • Commitment to improve services. • Positive attitude to change • Ability to work as part of a team • To possess a professional and appropriate manner • Excellent organisational and time management skills • Ability to travel according to the needs of the job with reasonable adjustments, if required, according to the Disability Discrimination Act. 	<ul style="list-style-type: none"> • Membership of Special Interest Group • Membership of Professional Body 	Application Form Interview CPD Portfolio
General	Commitment and conformance to organisational Customer Service Standards		Interview
Anti-discrimination	Commitment to implement Anti-discriminatory and Equal Opportunities.		Interview
Physical	Able to carry out the duties of the post with reasonable adjustments where necessary.		OH1