

JOB DESCRIPTION

| | |
|---|---|
| Job Title | Occupational Therapist (equivalent to Band 6/7 Agenda for Change) |
| Reporting to: | Clinical Lead |
| Main purpose of Job: | <p>All areas of occupational therapy for adults with complex learning and physical disabilities at DHRT (Ivybridge)</p> <p>Assist in developing and maintaining the Occupational Therapy service as part of the multi-disciplinary team at Dame Hannah Rogers Trust.</p> <p>Work as part of a MDT to ensure the holistic needs of our adults are met.</p> <p>Deliver OT assessments and appropriate intervention.</p> |
| Main duties: Role Specific: | |
| <p>ENABLING/KEY RESPONSIBILITIES</p> <ul style="list-style-type: none"> Lead on OT areas and work with the wider multi-disciplinary team in providing a comprehensive and holistic occupational therapy service for DHRT clients, reacting to client need and reporting on service delivery/ impacts to service. To supervise less senior staff as required. Work within a multi-disciplinary team in providing a 24 hour management programme for Dame Hannah's young people, which aims to maximize their functional independence and provide appropriate equipment. To deliver specialist O.T skills carrying out specialist thorough assessments for new clients and reviews/ assessments for current clients as required. Contribute to and participate in training staff in specific areas such as postural management, occupational engagement to support care staff. <p>CLINICAL RESPONSIBILITIES</p> <ul style="list-style-type: none"> To assess and identify most appropriate therapeutic approaches/ appropriate equipment (including sleep systems, specialized seating, toileting and bathing, slings, beds, adaptations to wheelchairs,) for individuals within the Trust. | |

www.discoverhannahs.org

01752 892461 | enquiries@discoverhannahs.org | Facebook: /discoverhannahs | Twitter: @discoverhannahs

Dame Hannahs, Woodland Road, Ivybridge, PL21 9HQ



- To ensure specialist equipment is used safely and withdrawn from service if it becomes unsafe or inappropriate.
- To independently make recommendations and implement the use of equipment/ postural management plans for clients within the trust in order that they can reach their potential.
- To assess and make recommendations on occupational balance for clients at Ivybridge so they can achieve independence and good levels of wellbeing.
- To support the sensory regulation of young adults using assessments and interventions.
- To work with the 'eating and drinking team' providing O.T assessments/ input for the young people within the trust.
- To be able to identify and request 2nd opinions when necessary.
- To work within the multi-disciplinary team identifying and addressing the needs of the individuals on the caseload. This includes working collaboratively with other members of the multi-disciplinary team to provide appropriate input of occupational therapy for adults who access Ivybridge residential services.
- To maintain communication with parents and the relevant professionals concerned with each young person.
- To identify the need for and refer on to other professionals when necessary, e.g. orthotics/ wheelchairs.
- To assist in the development of the Occupational Therapy Service throughout the Ivybridge site.
- To participate in multi-disciplinary meetings, and Case Conferences.
- To offer support to all Dame Hannah Rogers Trust staff, to enable and encourage them to facilitate each client's plans/ programmes. To liaise regularly with management, therapists and care staff about the needs of specific clients.
- Support and assist in training regarding aspects of wheelchair safety, postural management, recommended equipment and O.T approaches.
- To maintain current knowledge of O.T approaches and best practice.
- Contribute to developing and maintaining the equipment bank and making recommendations on budget requirements for safe equipment maintenance across the Ivybridge site.
- To carry out risk assessments as required for client equipment and update annually.
- To maintain current knowledge of legislation and maintain continuing professional development in Occupational Therapy.
- To understand legislation, legal processes of valid consent (capacity to consent) and how to support the individual's understanding at their level, to enable informed consent.

ADMINISTRATIVE RESPONSIBILITIES

- To keep clear, accurate and contemporary case notes and other records.

- To assist in ensuring clinical equipment is maintained in good condition.
- To contribute to client reviews, transition and produce plans and reports as required.

PROFESSIONAL RESPONSIBILITIES

- To be aware of current developments in L.D/postural management/ equipment/ occupational therapy approaches, by contact with other O.Ts working in these fields and by attending Special Interest Group meetings and relevant courses.
- To attend and where appropriate, contribute to relevant in-service training provided by other professionals, including the weekly joint therapy sessions.
- To maintain records showing continuing professional development, reflecting and recording outcomes.
- To evaluate personal effectiveness and seek appropriate advice where required.
- To maintain standards as specified by RCOT & HPCP, & update membership to both.
- To adhere to national and local Standards and Guidelines relating to Professional Practice.
- To be aware of and adhere to current legislation and employers procedures. To attend Mandatory Training as required by the employer.
- To participate in supervision, personal appraisal and peer review. To access regular external clinical supervision.
- To contribute to policy development within the Occupational Therapy Department.
- To seek advice/ supervision from line manager as required. To inform line manager of any issues which impact on normal service delivery.
- To participate in research projects and/or audit projects as required.
- To be responsible for the supervision and written assessment of the clinical placement of student Occupational Therapists at all stages of their clinical training.
- To supervise occupational therapy assistants.

General Duties

VALUES

- To act as a positive and professional ambassador in order to support the Trust's mission and profile
- Facilitate good practice in others by acting as a role model at all times
- Respect and value all students and staff within the Trust

SAFEGUARDING

- To adhere to and follow adult protection policies and procedures, in order to promote the safety of all service users at all times.
- Understand your responsibility in reporting any unacceptable behaviour/ safeguarding issues involving staff in a confidential, timely manner and complying with policies and procedures as required.
- Follow all policies and procedures of the Trust relating to your employment at all times
- To keep up to date and comply with relevant legislation and good practice

HEALTH AND SAFETY

Employees must comply with the provisions of 'The Health and Safety at Work Act 1974' and must take reasonable care for the health and safety of themselves and of other persons who may be affected by their acts or omissions whilst at work. Employees are also required to co-operate with their employer to enable them to perform or comply with any statutory provisions. The Trust's efforts to promote a safe and healthy working environment can only succeed with the full co-operation of its employees.

- Ensure the safety of everyone on site and staff at all times
- Identify potential risk and assist in carrying out risk assessments as required
- Be proactive in taking action to report and rectify faults
- Ensure Health and Safety documentation is completed e.g. accident and incident forms, within time stated in Trust policy and/or legislation

EQUALITY AND DIVERSITY

The Trust has an Equality and Diversity Policy and it is the responsibility of all staff to comply with this.

CONFIDENTIALITY

The post holder must maintain appropriate levels of confidentiality at all times about adults with disabilities, staff and other Trust business at all times.

The work is of a confidential nature and information gained must not be communicated to other persons except in the recognised course of duty. The post holder must meet the requirements of the Data Protection Act and comply with the Trusts policies and procedures around confidentiality.

COMMUNICATION

- Communicate with everyone on site effectively and appropriately at all times
- Communicate with all staff effectively and appropriately at all times
- Share experience with colleagues to allow for continued improvement in communication
- Attending relevant meetings as required
- Attend appropriate training to enable effective communication with service users
- To keep appropriate, clear, accurate and timely records as required in line with Trust policies and legislation

TEAMWORKING

- Build and maintain good working relationships with colleagues/staff, and external contacts as appropriate
- Liaising, co-operating and support colleagues/staff within own department and other departments as required, in a professional and timely manner, especially in relation to an activity that will directly impact on service users well-being and safety

PROFESSIONAL DEVELOPMENT

- Adhere to Performance Management processes in line with Trust policies and procedures
- Undertake all Mandatory Training and other training to maintain and improve own knowledge and skills.
- Undertake any extended training required to ensure continued professional development

FLEXIBILITY

This job description is intended to provide a broad outline of the main duties and responsibilities only. The post holder will need to be flexible in developing the role in conjunction with the line manager. The post holder may be asked to carry out any other duty or task within the responsibility level for their post.