

Job Description

Job Title:	Occupational Therapist
Band:	5
Responsible to:	Band 6 Occupational Therapist
Department:	Intermediate Care
Directorate:	Older People and Adult Community

Our Values

	Behaviour	How we will demonstrate this behaviour
Professionalism	We will maintain the highest standards and develop ourselves and others	By demonstrating compassion and showing care, honesty, and flexibility
Respect	We will create positive relationships	By being kind, open and collaborative
Innovation	We are forward thinking, research focused and effective	By using evidence to shape the way we work
Dignity	We will treat you as an individual	By taking the time to hear, listen and understand
Empowerment	We will support you	By enabling you to make effective, informed decisions, and to build your resilience and independence

Job Purpose

- To work in the pathway 2 Inpatient Rehabilitation Unit under the umbrella of the Intermediate Care service. The role will also require occasional collaborative working into intermediate care, care at home services in pathway 1.
- To work as an autonomous practitioner within the integrated multi-professional team.
- To take clinical responsibility and professional autonomy for patients on the caseload, from referral to discharge, in relation to clinical priorities.
- To be professionally and legally responsible and accountable for all aspects of your own work.

- To support others and recognise the limitations of your own clinical practice and seek the advice of others as appropriate.
- To develop an awareness of wider team and service issues.
- To undertake assessment of patients with complex and multiple pathologies using clinical reasoning skills.
- To identify patient needs, agree client-centred goals and provide appropriate therapy interventions, provide equipment and rehabilitation programmes.
- To take a holistic approach to all therapeutic interventions, working across professional boundaries at times.
- To keep the patient at the centre of care, ensuring patient and carer participation in decision making.
- To provide support and education to peers, non-registered staff, and students.
- To supervise and support education of staff including students, overseeing patient intervention and ensure that Therapy Assistant Practitioners, Therapy Assistants, and Integrated Care Workers deliver high quality patient care.
- To be accountable for a delegated tasks and activities undertaken by Therapy Assistant Practitioners, Therapy Assistants, and Integrated Support Workers.
- To prioritise all patients' according to clinical need and to allocate or signpost tasks appropriately.
- To always provide a high standard of care.
- To provide resilience and cover to other intermediate care teams as required due to operational demands and system pressures.

Key Responsibilities

Clinical / Service Specific

- To work under the supervision of a senior therapist.
- To independently plan and carry out assessments in the patient's setting (e.g. ward or home) being aware of and mitigating risks.
- To be professionally and legally accountable for all aspects for your own and delegated work.
- To work within codes of practice and professional guidelines.
- To undertake holistic assessment (including those with complex presentations and multi pathologies) making use of specialist clinical reasoning skills.
- To undertake all stages of the Occupational Therapy therapeutic process:
 - a. Information gathering through searching clinical records and through liaison with the client, carers, and colleagues from health and other agencies.
 - b. Completing assessments, through interview, observation of functional tasks and using standardised assessments
 - c. Identifying needs, generating problem lists and forming goals and plans for interventions
 - d. Completing a wide range of interventions including giving advice and support, self-led and supported rehabilitation programmes, and equipment assessment and provision.
 - e. Evaluate client progress through regular re-assessment and ensure continuous progression by graded activity for improving conditions or activity modification for deteriorating conditions.
 - f. Discharge planning and referral onto alternative services.

- To use evidence-based practice, to ensure clinical care is effective and appropriate.
- To promote independence, recovery, and rehabilitation.
- To avoid hospital admission, reduce inpatient length of stay, and ensure patients receive care in the most appropriate setting, utilising the principles of the Home First model of care.
- In consultation with supervisor or senior therapy staff, to organise and manage own time, delegating work appropriately.
- Conduct risk assessments as required. Escalating any changes/newly identified risks.
- To gain patient and carer consent in all interventions, wherever possible.
- To effectively communicate with patients, carers, and colleagues.
- To be able to deal effectively and appropriately with patients/public who display inappropriate behaviours (physical or verbal aggression) with the support and guidance from the supervisor.
- To harbour positive relationships with other agencies involved in the patient pathway.
- Be actively involved in the development of the service/organisational aims and objectives.
- To work effectively within the team structure and liaise appropriately with members of the multi-disciplinary team, other agencies, and partner organisations.
- To ensure that accurate and timely written records are kept which comply with the Trust policy and HCPC guidance, reporting on any issues as appropriate.
- To provide specialist advice to all members of the multi-disciplinary team, service users and appropriate others, of changes involving current care plans, patients progress and other relevant matters that pertain to the care of the patient.
- To work within Trust, HCPC and RCOT guidelines and to have a good working knowledge of national and local standards of practice in line with legal and operational requirements.
- To demonstrate a good understanding of Social Service and Health legislation.
- To support with day-to-day planning and delivery of a high-quality care.

Research & Service Evaluation

- Participate in the completion of audit.
- Participate in the collection of service required data e.g., such as completing outcome measures.

Information Technology

- Maintain confidentiality in accordance with the Data Protection Act.
- To ensure that accurate and timely written records are kept on SystmOne which comply with the Trust policy and HCPC guidance, reporting on any issues as appropriate.
- To ensure that all patient care is documented on to SystmOne.

Financial Responsibility

- All staff will support their managers to make efficient and effective use of resources.

Training & Development

- The post holder will demonstrate continuing fitness to practise through maintaining registration with HCPC and compliance with their standards.
- The post holder will undertake learning activities and maintain a professional portfolio for CPD recording and reflect on learning outcomes.
- To participate in regular supervision as per Trust policy.
- To participate in the Trust's annual Appraisal process as per Trust policy.
- To attend all relevant mandatory training.
- To take every reasonable opportunity to maintain and improve professional knowledge and keep up to date in new development in patient care.
- To actively partake in service development of team, service and wider directorate and trust issues.

Quality & Patient Safety

- Protection of Children & Vulnerable Adults – To promote and safeguard the welfare of children, young people, and vulnerable adults.
- Implementation of NICE guidance and other statutory/best practice guidelines.
- To follow and be compliant with Trust Infection Prevention and Control guidelines.
- To report any incidents of harm or near miss in line with the Trust's incident reporting policy. To work with managers and staff ensuring appropriate actions are taken to reduce the risk of reoccurrence.
- To ensure day to day practice reflects the highest standards of governance, clinical effectiveness, safety, and patient experience.
- To ensure monitoring of quality and compliance with standards is demonstrable within the service on an ongoing basis.
- To be aware of the responsibility of all employees to maintain a safe and healthy environment for patients/clients, visitors, and staff.

General

- To maintain up to date knowledge of legislation, national and local policies, and issues.
- To comply with the Professional Codes of Conduct and to be aware of changes in these. To maintain up to date knowledge of all relevant legislation and local policies and procedures implementing this.
- To ensure that all duties are carried out to the highest standard and in accordance with currently quality initiatives within the work area.
- To comply with all relevant Trust policies, procedures, and guidelines.
- To comply with the Trust's Information Governance related policies. Staffs are required to respect the confidentiality of information about staff, patients, and Trust business and in particular the confidentiality and security of personal identifiable information in line with the Data Protection Act. All staff are responsible for ensuring that any data created by them is timely, comprehensive, accurate, and fit for the purposes for which it is intended.

Equality & Diversity

The Trust is committed to equality and diversity and works hard to make sure all staff and service users have access to an environment that is open and a free from discrimination. As a Trust we value the diversity of our staff and service users, and therefore recognise and appreciate that everyone associated with the Trust is different and so should be treated in ways that are consistent with their needs and preferences.

Therefore, all staff are required to be aware of the Trust's Equality and Diversity Policy and the commitments and responsibilities the Trust must:

- Eliminate unlawful discrimination, harassment and victimisation and other conduct prohibited by the Act.
- Advance equality of opportunity between people who share a protected characteristic and those who do not.
- Foster good relations between people who share a protected characteristic and those who do not.

We firmly believe in having a workforce representative of the communities we serve and so encourage applications from all sections of the community.

To be noted:

- This is not an exhaustive list of duties and responsibilities, and the post holder may be required to undertake other duties, which fall within the grade of the job, in discussion with the manager.
- This job description will be reviewed regularly in the light of changing service requirements and any such changes will be discussed with the post holder.
- This post is subject to the Rehabilitation of Offenders Act 1974 (Exemption Order 1975) and as such it will be necessary for a submission for disclosure to be made to the Criminal Records Bureau to check for previous criminal convictions. The Trust is committed to the fair treatment of its staff, potential staff or users in line with its Equal Opportunities Policy and policy statement on the recruitment of ex-offenders.

Person Specification

Job Title:	Occupational Therapist
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Department:	Intermediate Care

Criteria	Essential	Desirable
Education / Qualifications	<ul style="list-style-type: none"> Degree or equivalent, e.g., BSc, or Diploma entry level qualification into the Occupational Therapy profession. Current HCPC registration Documented evidence of own continuing professional development 	<ul style="list-style-type: none"> Member of RCOT
Experience	<ul style="list-style-type: none"> A broad range of undergraduate placements completed in a variety of settings. 	<ul style="list-style-type: none"> Clinical experience working with older people and long-term conditions. Experience of working in the community or inpatient setting Experience of working in the NHS
Skills & Abilities	<ul style="list-style-type: none"> Able to demonstrate commitment to providing high quality care. Ability to work flexibly as part of a team. Effective communication Skills. Professional approach. Able to pass skills/knowledge to others within formal/informal settings. Ability to plan, prioritise and organise work and tasks. Able to assess, plan, and implement care. 	

	<ul style="list-style-type: none"> • Support non-registered staff. 	
	<ul style="list-style-type: none"> • Standard keyboard skills and ability to communicate through IT using packages such as Word. • Demonstrates professional curiosity and is motivated to learn and develop as a professional practitioner. • Ability to communicate with patients with impaired communication abilities 	
Knowledge & Understanding	<ul style="list-style-type: none"> • Accepts responsibility and accountability for own work and can define the responsibilities of others. • Recognises the limits of own authority within the role. • Seeks and uses professional support appropriately. • Understands the principle of confidentiality. • Responsible for maintaining registration with HCPC and/or other professional bodies Understanding of clinical supervision 	<ul style="list-style-type: none"> • SystmOne • Relevant outcome measures
Physical Requirements	<p>The ability to:</p> <ul style="list-style-type: none"> • Kneel, bend & stoop, and work in cramped environments. • Move and manoeuvre people and equipment. • Manoeuvre patients using moving and handling aids. • Travel independently around work base locality 	
Other	<ul style="list-style-type: none"> • Ability to use the CPFT Trust Values to guide behaviour to patient, carers, and colleagues. • Recognise people's right to privacy and dignity, treating every person with respect. • Willingness to embrace MDT working. • Willingness to be flexible in approach and attitude. 	

The Trust is committed to safeguarding and promoting the welfare of children, young people and vulnerable adults and expects all staff and volunteers to share this commitment. The Trust believes in treating everyone with dignity and respect and encourages applications from all sectors of the community. We guarantee an interview to candidates with disabilities who meet the minimum essential criteria.



CPFT is supported by the **HeadtoToe Charity** – visit www.HeadToToeCharity.org for more details

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