



Occupational Therapist



Job description

Job title: Occupational Therapist

Band: 5

Reports to: Clinical Lead Occupational Therapist

Accountable to: AHP Clinical Lead

Values:

Sheffield Health and Social Care NHS Foundation Trust is a major employer and provider of services. Our Service Users, Carers and Staff are central, and our Values are important, to the delivery of high-quality care. We actively seek out individuals who share these values:

- Working together for service users
- Respect and kindness
- Everyone counts
- Commitment to quality
- Improving lives

Job purpose

- To provide an occupational therapy service to inpatients using evidence based/client centred principles to assess, plan, implement and evaluate interventions in hospital and community settings and on home visits
- To maintain clinical records
- To develop skills and knowledge through participation in preceptorship and PDR

Working together for service users

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Commitment to quality

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► Job description/principal duties

This is not an exhaustive list of duties and responsibilities and in discussion with the manager the postholder may be required to undertake other duties which fall within the Banding of the post. The job description will be reviewed regularly in the light of changing service requirements and any such changes will be discussed with the post holder.

Domain Clinical

Duties/Responsibilities

- To undertake occupational therapy assessments for a designated caseload, addressing occupational performance and skill deficits, enabling the client in areas of self-maintenance, productivity and leisure.
- To work with clients to identify OT goals as part of the overall care plan
- To plan and implement individual and/or group interventions, in collaboration with the client, using graded activity to achieve therapeutic goals
- To monitor and evaluate treatment in order to measure progress and ensure effectiveness of the intervention

Communication

- To establish effective communication networks with users and carers, team members, OT colleagues and other agencies
- To participate or work as a member of the multidisciplinary team, contributing to decisions with regard to client care programmes
- To provide support and education to clients and carers regarding aspects of occupational therapy eg equipment fitting, rehab programmes

Documentation

- To ensure that up to date written and electronic records and activity data are maintained in accordance with Professional and Trust standards

Professional ethics

- To comply with the COT Code of Ethics and Professional Conduct and national and local policies and procedures
- To respect the individuality, values, cultural and religious diversity of clients and contribute to the provision of a service sensitive to these needs

Leadership supervision & appraisal

- To review and reflect on own practice and performance through effective use of professional and operational supervision and

appraisal

Training staff & students

- To participate in the induction, training and education of students and other staff in this setting

Service development & delivery

- To participate in the planning, evaluation and audit of practice, clinical pathways and protocols within your area
- To participate in the delivery of the OT development plan

Professional development

- To apply acquired skills and knowledge of professional practice in order to develop fitness to practise as an OT
- To maintain a professional portfolio for CPD recording learning outcomes through participation in relevant development opportunities and achieve preceptorship
- To undertake any other duties, which may be allocated by the Occupational Therapy
- Clinical Lead within the general scope of the post and appropriate to the grade.
- To work flexibly which may include evenings and weekends.
- To maintain existing skills and develop/receive training in new skills as required to carry out the work of the Trust.
- The post holder should be comfortable in the use of computer technology, have basic keyboard skills and have the ability to use email.

All employees are expected to observe the following:

Equal opportunities and dignity at work – statement of intent

The Trust is a major employer and provider of services. We are committed to building a workforce which reflects the diversity of and meets the needs of the local community.

We oppose all forms of discrimination on legal and moral grounds and recognise that discrimination creates barriers to achieving equality for everyone.

The Trust is committed to making equality of opportunity and fair treatment a reality whereby an individual can seek, obtain and continue employment without unfair discrimination.

As an equal opportunities employer, we will ensure that all job applicants and employees receive fair and equal treatment and will not be disadvantaged by unjustified conditions or requirements.

The Trust's Equal Opportunities and Dignity at Work Policy underpins the Trust's commitment to achieve equality and fairness at work and to ensure that individuals or groups are not unfairly discriminated against.

We are committed to improving our practice through signing up to initiatives such as Stonewall Champions, the Disability Standard/Disability Confident and Mindful Employer.

Safeguarding children and adults

The Trust is committed to safeguarding and promoting the welfare of children, young people (anyone under the age of 18) and adults. It expects all staff, volunteers and contracted staff to share this commitment and act in such a way that safeguards and promotes the health and wellbeing of children, young people and adults.

Staff must ensure that they are familiar with the signs and symptoms of abuse and know what to do if any such concerns are raised.

Staff are expected to know about and follow the Trust's safeguarding children and safeguarding adult policies which can be found on the Trust intranet and participate in related mandatory/statutory training.

Risk management

Staff should be aware of the principles of risk management and adopt appropriate practice to reduce the risk to themselves and others. In particular, staff should observe the Trust's Risk Management Strategy, Risk, Incident and Serious Incident reporting and management policies, Health and Safety regulations and the risk management training requirements for all staff.

Infection prevention and control

Staff are expected to comply with the Trust's Infection Prevention and Control policies and conduct themselves in such a manner as to minimise the risk of causing healthcare associated infections.

Person Specification

Occupational Therapist

Here at Sheffield Health and Social Care NHS Foundation Trust, your values are as important as the skills and competencies you bring with you and will learn here.

VALUES – assessed at interview	TECHNICAL SKILLS	Assessed at interview/ application
Behaviours and values <ul style="list-style-type: none"> Working together for service users <p>Service users come first in everything we do. We fully involve service users, staff, families, carers, communities, and professionals inside and outside the NHS. We put the needs of service users and communities before organisational boundaries, through working in partnership. We speak up when things go wrong.</p> <ul style="list-style-type: none"> Respect and kindness <p>We value every person – whether patient, their families or carers, or staff – as an individual, respect their aspirations and commitments in life, and seek to understand their priorities, needs, abilities and limits. We take what others have to say seriously. We can be trusted to be honest and open about our point of view and what we can and cannot do.</p>	Knowledge and skills Essential <ul style="list-style-type: none"> Ability to assess complex health and well-being needs as an Occupational therapist in relation to the post applied for Ability to develop monitor and review care/treatment plans to meet assessed need in relation to the post applied for Ability to keep accurate and concise records Word processing and IT skills Basic knowledge of the principles of clinical governance 	 A/I A/I A A A/I

<ul style="list-style-type: none"> Everyone counts <p>We maximise our resources for the benefit of the whole community, and make sure nobody is excluded, discriminated against or left behind. We accept that some people need more help, that difficult decisions have to be taken – and that when we waste resources we waste opportunities for others.</p> <ul style="list-style-type: none"> Commitment to quality <p>We earn the trust placed in us by insisting on quality and striving to get the basics of quality of care – safety, effectiveness and patient experience – right every time. We encourage and welcome feedback from patients, families, carers, staff and the public. We use this to improve the care we provide and build on our successes.</p> <ul style="list-style-type: none"> Improving lives <p>We strive to improve health and wellbeing and people's experiences of the NHS. We cherish excellence and professionalism wherever we find it – in the everyday things that make people's lives better as much as in clinical practice, service improvements and innovation. We recognise that all have a part to play in making ourselves, patients and our communities healthier.</p>	<ul style="list-style-type: none"> Ability to work within the limits of own competence and responsibility, referring issues on to relevant people 	A/I
	<ul style="list-style-type: none"> The ability to monitor and prioritise own workload and work as an effective member of a team 	A/I
	Training and qualifications Essential: <ul style="list-style-type: none"> Diploma/degree in Occupational Therapy 	A
	Experience Essential: <ul style="list-style-type: none"> Participation in and documentation of continuing professional development Current and previous work experience relevant to the post applied for 	A/I A/I
	Other Essential: <ul style="list-style-type: none"> Ability to communicate with a range of people using effective communication to identify and constructively manage barriers to effective communication Ability to develop own practice using reflection, critical appraisal and commitment to lifelong learning Ability to monitor and maintain best 	A/I A/I

	<p>practice in health, safety and security in line with local and organisational policies</p> <ul style="list-style-type: none"> • Knowledge of risk assessment • Knowledge of the importance of people's rights and acknowledgement of peoples expressed beliefs preferences and choice, valuing people, taking into account own behaviour and its effects on others. • Commitment to client-centred, non-discriminatory practice • Willingness and ability to work flexibly, including evenings and weekends in accordance with service need • Some areas require current UK driving license and daily access to a car <p>Desirable</p> <ul style="list-style-type: none"> • Membership of Professional Body 	<p>A/I</p> <p>A/I</p> <p>A/I</p> <p>A/I</p> <p>I</p> <p>A</p> <p>A</p>
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Value	Behaviours to test at Interview
<ul style="list-style-type: none"> Working together for service users Service users come first in everything we do. We fully involve service users, staff, families, carers, communities, and professionals inside and outside the NHS. We put the needs of service users and communities before organisational boundaries, through working in partnership. We speak up when things go wrong. Respect and kindness We value every person – whether patient, their families or carers, or staff – as an individual, respect their aspirations and commitments in life, and seek to understand their priorities, needs, abilities and limits. We take what others have to say seriously. We can be trusted to be honest and open about our point of view and what we can and cannot do. Everyone counts We maximise our resources for the benefit of the whole community, and make sure nobody is excluded, discriminated against or left behind. We accept that some people need more help, that difficult decisions have to be taken – and that when we waste resources we waste opportunities for others. Commitment to quality We earn the trust placed in us by insisting on quality and striving to get the basics of quality of care – safety, effectiveness and patient experience – right every time. We encourage and welcome feedback from patients, families, carers, staff and the public. We use this to improve the care we provide and build on our successes. Improving lives We strive to improve health and wellbeing and people's experiences of the NHS. We cherish excellence and professionalism wherever we find it – in the everyday things that make people's lives better as much as in clinical practice, service improvements and innovation. We recognise that all have a part to play in making ourselves, patients and our communities healthier 	<ul style="list-style-type: none"> I do what I say I am going to do I work to build trust I work flexibly with others, inside and outside SHSC, to identify and achieve the best outcomes I value and acknowledge the contributions made by others I share my knowledge and skills and offer practical support to others I speak up if something is not right I treat others as I would like to be treated myself, with dignity and consideration, and challenge others when they do not. I am polite, courteous and non-judgemental I am aware that how I behave can affect others I appreciate and recognise other qualities and contributions I work to build relationships based on high trust I work to ensure our services are accessible for everyone I appreciate people's differences and pay attention to meeting different needs I actively try to help others to get what they need I consult with and include others in decisions that affect them I look for ways to continuously improve services I work collaboratively with others to achieve excellence I speak up if I think something is not right I accept and respond to constructive feedback and challenge from others I admit if I make a mistake I work flexibly with others to identify and achieve the best outcomes I share my knowledge and skills and offer practical support to others I value and acknowledge the contributions made by others I support service users and colleagues to achieve their potential

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