

## JOB DESCRIPTION

**For Personnel use only**

Job reference number :

**Job Title: Community Occupational Therapist working in the Community Therapy Team Band 6**

**Reports to (post title): Team Leader**

**Role Purpose:**

To provide an occupational therapy service for older people with complex health needs who are referred to the service.

To ensure a high-quality Occupational Therapy Service is provided through multi-disciplinary, multi-agency working. To carry out specialist assessment, goal setting, implementation of treatment programmes and evaluation.

To establish the needs of individuals referred to the service and plan care with colleagues from health, social services and the voluntary sector.

To represent and promote the specialist role of Occupational Therapy within the Community Team including involvement with service planning and development.

To provide specialist advice and training to older people referred to the service.

**Role Context:**

To be responsible for undertaking health and social needs assessments and co-ordinate rehabilitation for clients.

To work across agencies to establish care for the individual living in their own community.

To be responsible for supervision of non-registered staff and pre-registration students.

To participate in the wider clinical developments, service planning and evaluation.

To work within a specialist service that provides assessment, active therapy, treatment and the opportunity for recovery, working to an individually tailored care plan. It will provide a flexible, creative client-centred approach to enable the older person with health difficulties to engage in services.

The service will be delivered in people's own homes and endeavour to prevent unnecessary admission to hospital or residential care. It will also facilitate opportunity for people to return home following a hospital admission or period in residential care.

**Trust Values**

All colleagues are expected to demonstrate at interview and throughout employment that they act in line with Nottinghamshire Healthcare NHS Foundation Trust Values:

**Trust Honesty Respect Compassion Teamwork**

**KEY ACCOUNTABILITIES**

**PERFORMANCE MEASURES**

**Clinical Practice and Work Practice**

- To be professionally and legally responsible for all aspects of own work, ensuring a high standard of clinical care for the patients/clients under your management.
- To demonstrate ability to carry out specialist assessment, treatment planning and goal

Assessments and interventions are carried out in accordance with agreed policy and

<p>orientated intervention for a designated caseload</p> <ul style="list-style-type: none"> <li>• To demonstrates ability to set treatment goals and plan future care with patient/client, their families and the Community Team, Social Services and the voluntary sector</li> <li>• To demonstrates the ability to select and use appropriate therapeutic interventions with patients/clients/carers, including group interventions</li> <li>• To demonstrate the ability to evaluate interventions and ensure effective outcomes</li> <li>• To use clinical reasoning to assess acceptable levels of risk taking for clients who are unable to do this for themselves</li> <li>• To ensure effective discharge planning and facilitate seamless transitions of care.</li> <li>• To assess, supply and monitor equipment to maximise patient/client function</li> <li>• To demonstrate the ability to undertake generic health and social needs assessments in line with Trust protocols.</li> <li>• To complete patient/client records in line with Trust and legal requirements</li> <li>• To take clinical responsibility for the work undertaken by the Assistant Practitioners and Community support workers.</li> <li>• To initiate and deliver appropriate in service training programmes for professional colleagues, students and support staff</li> <li>• To organise and provide clinical teaching, supervision, and appraisal for pre-registration Occupational Therapy students undertaking clinical placements</li> <li>• To ensure maintenance of high standards of clinical practice within the Occupational Therapy and IRIS service</li> <li>• To support implementation of team objectives</li> </ul>	<p>professional code of conduct.</p> <p>Outcome measures will be produced.</p> <p>Risk assessments will be completed following appropriate training and support by the team.</p> <p>Discharge protocols will be followed.</p> <p>Equipment will be ordered and monitored following appropriate training.</p> <p>Health and social care assessments will be completed as required and patient records documented.</p> <p>Work will be delegated as appropriate and appropriate levels of supervision to junior staff will be provided .</p> <p>Students will be accepted on placements following appropriate training and accreditation.</p> <p>Local policy and code of conduct will be met.</p> <p>Occupational Therapist will support and implement team objectives.</p>
<p><b>Evidence Based Practice and Quality</b></p> <ul style="list-style-type: none"> <li>• To monitor and review own practice against current research, standards and benchmarks and where necessary modify and improve practice to ensure the highest possible standards are maintained.</li> <li>• To participate in the monitoring and evaluation of the service as a member of the team using appropriate standards and audit tools</li> <li>• To contribute to the evidence base for</li> </ul>	<p>Practice is evidence based and meets professional standards.</p> <p>Results are acted on.</p> <p>Participation in presentation of research and</p>

<p>occupational therapy as appropriate through dissemination of research and audit findings.</p> <ul style="list-style-type: none"> <li>• To support the Team Leader in the implementation of Clinical Governance activities to ensure the service is of a high quality.</li> <li>• To demonstrates own continuing professional development through knowledge of and implementation of the PAD process and competency framework as appropriate</li> <li>• To comply with professional standards of Royal College of Occupational Therapists</li> </ul>	<p>audit findings.</p> <p>Participates in Clinical Governance activities.</p> <p>Development and maintenance of a CPD portfolio with implementation of PAD and KSF requirements.</p> <p>Professional standards are met.</p>
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<p><b>Communication and Record Keeping</b></p> <ul style="list-style-type: none"> <li>• To ensure effective communication with patients/clients/carers/members of the multidisciplinary team/outside agencies in order to provide effective clinical care.</li> <li>• To keep accurate records within the multidisciplinary notes and to maintain appropriate statistical returns, including computerised data</li> <li>• To monitor records of unqualified staff to ensure appropriate care is given and accurate records maintained</li> <li>• To participates in team meetings, clinical and professional meetings as required.</li> <li>• To facilitate continuing effective communication with carers in relation to service need and service provision</li> <li>• To develop and maintain links with private sector/voluntary organisations to facilitate and support transitions of care.</li> <li>• To demonstrates a broad understanding of other professionals working boundaries and of the opportunities of integrated working</li> <li>• Any other duties as mutually agreed with the Team leader.</li> </ul>	<p>The reporting of effective communication.</p> <p>Records and statistics are completed promptly and meet local, Trust, professional and legal requirements.</p> <p>Ensure entries by unqualified staff are monitored at appropriate intervals.</p> <p>Attendance at appropriate meetings.</p> <p>A confident and sensitive approach with clients will be observed.</p> <p>A confident and sensitive approach will be observed with carers.</p> <p>Partnership working will take place.</p> <p>Integrated working will be evident</p>
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<p><b>Health and Safety</b></p> <ul style="list-style-type: none"> <li>• To ensure risk assessments are carried out and implemented within the area of responsibility</li> <li>• Document and store risk assessments appropriately</li> <li>• Comply with existing risk assessments relating to clients and working areas</li> <li>• To promote the safety of clients and staff.</li> <li>• To ensure medical devices and equipment are appropriately managed, including staff training,</li> </ul>	<p>Risk assessments are carried out and updated at the appropriate time, documented and implemented efficiently and effectively.</p> <p>Meet the requirements of local and Trust policies and current health and safety legislation.</p> <p>Medical devices/equipment managed in line with Trust and local procedures.</p>
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maintenance and repairs	
<p><b>Policies and Procedures</b></p> <p>The duties of the post will be undertaken in accordance with the policies, procedures and practices of the Trust. It is the post holder's responsibility to ensure they keep up to date with these policies and other documents.</p>	Policies and procedures are adhered to
<p><b>Confidentiality</b></p> <p>The post holder will hold in confidence all information relating to clients with whom he/she is working with or has worked with.</p>	Trust Policy will be adhered to.
<p><b>Equality &amp; Diversity</b></p> <p>All staff should be able to demonstrate an understanding of and commitment to Equality, Diversity and Inclusion as identified within the Trust's Equality and Diversity Policy and associated Equality, Diversity and Human Rights legislation.</p>	

<b>DIMENSIONS</b>
<ul style="list-style-type: none"> <li>• A member of the Community Therapy team within Mid Notts.</li> <li>• Clinical, developmental, educational, supervisory and health promotion.</li> </ul>
<b>SKILLS, KNOWLEDGE AND EXPERIENCE</b>
<ul style="list-style-type: none"> <li>• BSc/Diploma in Occupational Therapy</li> <li>• HCPC registration</li> <li>• Practice Placement Educator</li> <li>• Specialist knowledge of the occupational therapy problems and issues associated with older people.</li> <li>• Ability to supervise/manage other staff (including occupational therapy students)</li> <li>• Experience of audit</li> <li>• Demonstrate understanding and involvement in the risk assessment process, having the ability to assess ongoing risks when working alone</li> <li>• Demonstrate initiative responding to changing client needs</li> <li>• Knowledge of all aspects of occupational performance including assistive equipment and technology</li> <li>• Able to demonstrate meeting the requirements of CPD</li> <li>• Car driver required due to need to make home visits across a large rural geographical area.</li> <li>• Good IT skills</li> </ul>
<b>COMMUNICATION &amp; RELATIONSHIP SKILLS</b>
<ul style="list-style-type: none"> <li>• Ability to communicate information about diagnosis and treatment to clients and carers, which may be distressing and complicated</li> <li>• Ability to communicate with clients with a range of needs.</li> <li>• Ability to communicate with multidisciplinary teams and with a wide range of agencies</li> <li>• Teaching skills</li> <li>• Empathy</li> </ul>

<b>PHYSICAL EFFORT</b>
<ul style="list-style-type: none"> <li>• Frequent requirement to exert moderate physical effort</li> <li>• Regular driving</li> </ul>
<b>EMOTIONAL EFFORT</b>
<ul style="list-style-type: none"> <li>• Frequent exposure to distressing, frustrating and emotional circumstances</li> <li>• Moderate exposure to distressing situations</li> <li>• Frequent stress related to complexity of client caseload</li> <li>• Working with vulnerable adults can be stressful and emotionally draining</li> </ul>
<b>EQUALITY &amp; DIVERSITY</b>
<p>All staff should be able to demonstrate an understanding of and commitment to Equality, Diversity and Inclusion as identified within the Trust's Equality and Diversity Policy and associated Equality, Diversity and Human Rights legislation.</p>
<b>MENTAL EFFORT</b>
<ul style="list-style-type: none"> <li>• Due to unpredictability of clients there is a requirement for constant concentration e.g. responding to client crises situations</li> </ul>
<b>WORKING CONDITIONS</b>
<ul style="list-style-type: none"> <li>• Frequent exposure to people who may neglect their own needs, challenging behaviour (including aggression), incontinence</li> <li>• Occasional exposure to verbally aggressive behaviour from carers/relatives</li> <li>• Exposure to associated health risks e.g. passive smoking</li> <li>• Working alone in the community including known high-risk locations.</li> </ul>
<b>ORGANISATION</b>
<pre> graph TD     GM[General Manager] --&gt; HCS[Head of Community Services]     HCS --&gt; TLT[Team Leader Clinical Leads]     TLT --&gt; OT[Occupational Therapist &amp; Physiotherapists (THIS POST)]     OT --&gt; CSS[Community support staff] </pre>

**SIGNATURES**

After reviewing the questionnaire please sign to confirm agreement

Post holder:

Date:

Line Manager:

Date:

Next level Manager :

Date: