

# RECRUITMENT INFORMATION PACK

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Whipps Cross University Hospital

Senior Occupational Therapist

Band 6



## Job particulars

<b>Job Title</b>	Senior Occupational Therapist - Rotational
<b>Pay Band</b>	Band 6
<b>Location</b>	Whipps Cross University Hospital and Community
<b>Reports to</b>	OT/ PT Clinical Lead
<b>Responsible to</b>	Deputy Head of Therapy

## Job purpose

To provide high quality occupational therapy interventions to a wide variety of patients including the advanced assessment and treatment of patients, provision of individual and group education and treatment, provision of assistive devices (orthotics) and equipment, minor structural home adaptations and provision of complex disability management and advocacy services.

To contribute to the acute hospital occupational therapy weekend service provision  
Summary paragraph which captures the main purpose of the role.

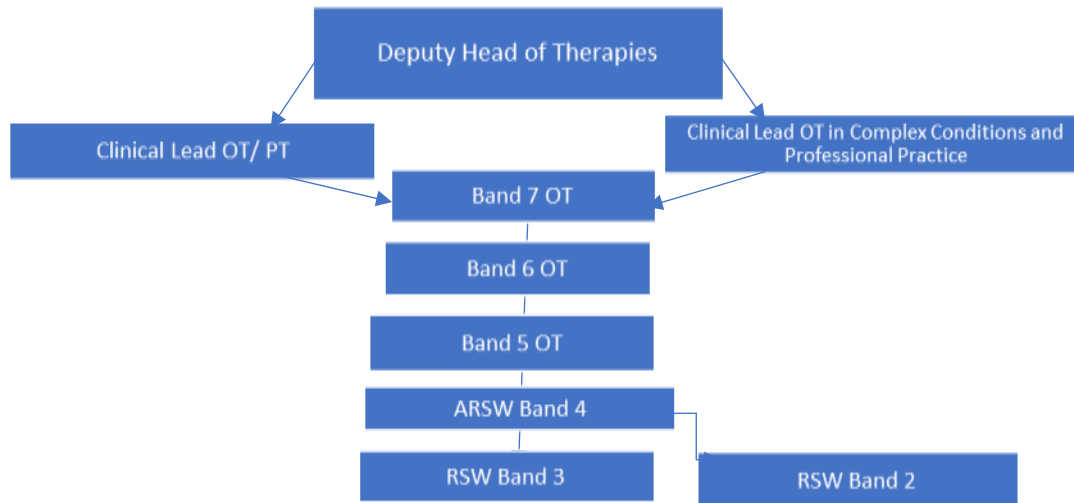
## Key working relationships

Professional relationships with key partners, employees and boards.

Internal	External
<b>Patients</b>	Community Agencies
Multi-disciplinary team including medical, nursing and therapy staff	Social Services
Students	Carers



## Structure chart



## Main duties, responsibilities, and results areas

### Clinical

1. To be professionally and legally accountable for all aspects of own work, including the management of patients in your care.
2. To undertake a comprehensive functional assessment of patients including those with diverse or complex disabilities and multi pathologies; use advanced clinical reasoning skills, evidencing high level problem solving, reasoning skills and judgement.
3. Formulate and deliver an individual occupational therapy intervention plans based on a sound knowledge of evidence-based practice and treatment options using clinical assessment, problem solving skills, reasoning skills, and knowledge.
4. To independently manage a caseload including complex cases (in consultation with Band 7 Occupational Therapists or Team Leader as necessary)
5. Progress intervention to a satisfactory outcome, evaluating outcomes and developing comprehensive discharge plans.
6. Assess patient understanding of treatment proposals, gain valid informed consent and have the capacity to work within a legal framework with patients who lack capacity to consent to treatment.



7. Provide help and advice to patients, the family and other carers – teaching and demonstrating use of equipment or other techniques to optimise the patients' functional ability and independence.
8. Use a range of verbal and non-verbal communication tools to communicate effectively with patients, carers, team members, OT colleagues and other agencies. This will include the use of reasoning, communication and negotiation skills with patients who may have difficulties in understanding or communicating. For example, patients may be dysphasic, depressed, deaf, blind, unable to accept diagnosis or whose first language may not be English.
9. Monitor, evaluate, and modify treatment for patients as required in order to measure progress and ensure effectiveness of intervention.
10. To manage clinical risk within own patient caseload.
11. Work within trust clinical guidelines and professional guidelines and to have a good working knowledge of national and local standards and monitor own and others quality of best professional practice as appropriate.
12. Carry out home visit assessments and treatments and when working in the community and domiciliary settings, work as a lone practitioner with support from a senior occupational therapist if required.
13. To be responsible for maintaining own accurate and comprehensive patient treatment records and those of staff responsible to the post holder, in line with professional standards of practice and within the parameters laid down in the Trust's Therapy Note Keeping Policy.
14. Represent occupational therapy service and/or individual patients at the multi-disciplinary team meetings, to ensure the delivery of a co-ordinated multidisciplinary service, and integrate occupational therapy into the treatment plans / programme. This will include discussion of patient care, patient's functional ability and progress and involvement in discharge planning.
15. To be responsible for the safe and competent use of all therapy equipment, i.e. manual handling equipment, patient appliances and aids. To teach and demonstrate use of equipment or other techniques to optimise the patients' functional ability and independence. Ensure that junior staff/assistants attain competency prior to use.
16. To write reports reflecting specialist knowledge, ensuring copies are sent to appropriate parties in line with Trust guidance on consent and confidentiality.
17. To manage patients with challenging behaviour by the application of appropriate management strategies.



18. To participate in weekend working in the acute hospital as part of the seven-day working system.

## **Professional**

1. To be responsible for maintaining own competency to practice through CPD activities, and maintain a portfolio which reflects personal development in accordance with Health Professions Council's recommendations
2. To be responsible for teaching and supervising student occupational therapists to graduate level on therapeutic skills and knowledge within core clinical areas.
3. Teach, assess, and contribute to the performance assessment and appraisal of newly qualified occupational therapists and occupational therapy assistant staff with the support of more senior staff.
4. Maintain and develop current knowledge of evidenced-based practice in the areas of each rotation, developing specialist knowledge of particular conditions and patient types.
5. Identify unmet needs and gaps in service provision and highlight these to the appropriate manager. Make recommendations for change to the Senior Occupational Therapist within that area. Develop improvements to service delivery and clinical practice.
6. Participate in the staff appraisal scheme as an appraisee and be responsible for complying with your agreed personal development programmes to meet set knowledge and competencies.
7. Undertake the measurement and evaluation of your work and current practices through the use of evidence based practice projects, audit and outcome measures, either individually or with more senior therapists.
8. Be an active member of the in-service training programme by attendance at, and participation in, in-service training programmes, tutorials, individual training sessions, external courses and peer review.
9. To undertake as directed the collection of data for use in service audit and research projects. To participate in research into specific areas of clinical practice and service delivery using a range of research methodologies as part of MDT audit and departmental research initiatives.
10. To maintain patient confidentiality at all times and to comply with Data Protection legislation.
11. Be actively involved in professional clinical groups, such as the trust Journal Club, Professional Groups, Clinical Interest Groups, Peer Review Groups and other professional development activities.







review and development plan to support your career progression and you will be encouraged to develop your skills and experience.

## Working conditions

Criteria	Description
<b>Physical</b>	Dexterity, some keyboard skills, fitting and use of specialist equipment from minor adaptive equipment to major equipment such as hoists, occasional moving of furniture. Requires highly developed moving and handling skills.  Frequent periods of short duration of mild and moderate effort; occasional periods of intense effort; manoeuvres patients; carries equipment.
<b>Emotional</b>	Frequent distressing or emotional circumstances; imparts unwelcome news; works with patients with emotional needs; frequently dealing with complex family dynamics.
<b>Working Conditions</b>	Frequent unpleasant conditions; occasional highly unpleasant conditions. Deal with body fluids, odours, verbal aggression, fleas/infestations; occasional physical aggression.
<b>Mental</b>	Frequent and sustained mental effort is required to respond to variable work patterns, altered priorities, changing or unpredictable clinical situations as well as continually assessing and reassessing complex patient needs.

## Code of Conduct for NHS Managers

As an NHS Manager, you are expected to follow the Code of Conduct for NHS Managers (October 2002). [www.nhsemployers.org/](http://www.nhsemployers.org/). This supports us to develop a sustainable workforce and bring the very best out in people.

## Safeguarding adults and children

Employees must be aware of their responsibility to maintain the wellbeing and protection of vulnerable children and adults. If employees have reason for concern that a patient is 'at risk' they should escalate this to an appropriate person i.e., line manager, safeguarding children's lead, matron, ward sister/change nurse, site manager or consultant (October 2002). [www.nmc-uk.org/](http://www.nmc-uk.org/)



## Person specification

Domain	Essential Criteria	Desirable Criteria
<b>Qualifications</b>	<p>Diploma/Degree in OT</p> <p>Member of the Health Care Professions Council</p>	<p>Member of the British Association of Occupational Therapy</p>
<b>Experience</b>	<p>Post registration experience as an OT.</p> <p>Post registration experience in relevant clinical settings: Acute hospital setting, elderly medicine, community.</p> <p>Documented evidence of CPD, in accordance with HCPC recommendations</p> <p>Experience of working as part of a multi-disciplinary team. Advice, training and support to more junior staff, assistants and students.</p>	<p>Experience of audit/research.</p> <p>Member of a relevant specific interest group.</p>
<b>Knowledge</b>	<p>Understand legal responsibilities of the profession and the associated code of ethics.</p> <p>Broad knowledge of current best practice in OT in acute physical, community and rehab setting.</p> <p>Detailed knowledge risk management</p>	





	<p>Knowledge of clinical governance and its implication for services</p> <p>Understanding and compliance with Data Protection &amp; Confidentiality</p>	
<b>Skills</b>	<p>Application of Risk Management</p> <p>Ability to supervise other staff e.g., more junior staff / assistants / students.</p> <p>Ability to deliver training both internally within the profession and externally to other staff groups.</p> <p>Ability to organise, prioritise and delegate IM&amp;T skills.</p> <p>Ability to present information both orally and written in a clear and logical manner.</p> <p>Ability to keep accurate and legible patient notes.</p> <p>Ability to cope with challenging situations and with emotional or aggressive patients/carers.</p> <p>After induction, to be able to actively participate as an appraiser to the Trust appraisal system.</p> <p>Ability to work as an effective team member.</p>	
<b>Other</b>		Car driver



	<p>Ability to gain patient's trust and to engender a feeling of confidence and safety.</p> <p>Be able to demonstrate flexibility and reliability.</p> <p>Able to carry out moderate to intense physical effort throughout the working day and carry out concurrent activities.</p> <p>Commitment to non-discriminatory practice.</p>	
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