

Job description

Job title: Specialist Occupational Therapist

Band: 6

Hours: 37.5

Business unit: Clinical Support Services

Department: Therapies

Location: Warrington and Halton Hospitals

Responsible to: Team manager

Accountable to: Therapy Manager

Responsible for supervising: Band 5's and therapy assistants

About us

Our Mission: We will be outstanding for our patients, our communities and each other

Our Vision: We will be a great place to receive healthcare, work and learn

Our Aims:

 QUALITY We will always put our patients first, delivering safe and effective care and an excellent patient experience	 PEOPLE We will be the best place to work, with a diverse and engaged workforce that is fit for now and the future	 SUSTAINABILITY We will work in partnership with others to achieve social and economic wellbeing in our communities
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Our Values:

 Working Together	 Excellence	 Inclusive	 Kind	 Embracing Change
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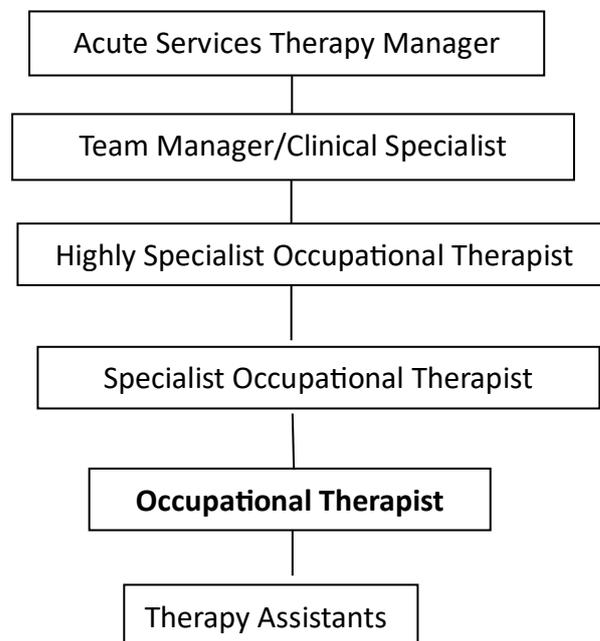
Role summary

Based within our Neuro in patient team you will be assessing and treating patients utilising an integrated therapy approach.

The post holder will utilise specialist skills in the area of Stroke, to assess and clinically manage own caseload of patients on the Stroke Unit and in the community as part of the Early Supported Discharge Service. The post holder will provide a seamless transition of therapy for patients within the organisation. As a specialist you will be responsible for the supervision of junior staff and students with support from senior members of the stroke team.

The post holder will have the opportunity to rotate within the Stroke Service which includes in-patient, specialist intermediate care and early supported discharge.

Organisation chart



Main tasks and responsibilities

This job description outlines the current main responsibilities of the post. However, the duties of the post may change and develop over time and this job description may, therefore, be amended in consultation with the post holder.

Patient/Clinical Care

1. To manage your clinical caseload with autonomy, guided by policies, procedures, codes of practice and departmental working practices.
2. To undertake a comprehensive assessment of patients including those with a complex presentation, using investigative and advanced analytical skills and clinical reasoning.
3. Using developed knowledge and experience to make a therapeutic diagnosis of a patient's condition and interpret clinical findings and documentation to formulate a comprehensive specialised programme of care, including decision making about the most appropriate treatment options. This may be for patients with a wide range of diagnoses and problems and will need regular updating to ensure to ensure optimum therapeutic outcome.
4. For example, where self-referral occurs, clinical diagnosis is made, and a programme of care is developed.
5. To supervise less experienced staff and students in the provision of patient care.

6. To provide planned and spontaneous advice to patients/clients, junior staff, staff of other disciplines, formal and informal carers and relatives
7. To have highly developed physical skills for the treatment of patients. This may involve the use of specialist equipment, materials and tools, for example for splinting, computers, equipment for activities of daily living.
8. To be responsible for maintaining and managing accurate and comprehensive treatment records in line with professional and local standards.
9. To frequently exert physical effort in cramped conditions and sustained postures for periods of up to 40 minutes several times a day. This would include moving patients as part of their treatment or moving equipment
10. With every patient, concentration is required to listen, observe, evaluate, document, plan and act on information gathered.
11. To deal with distressing or emotional situations, such as dealing with patients and families who are distressed due to acute or a terminal illness, those who are elderly, those with special needs and those experiencing prolonged ongoing deterioration.
12. To have daily contact with patients' bodily fluids, odours, dust, etc.
13. To implement all aspects of the trusts infection control policy.
14. To be able to contribute to weekend working rota.

Management Responsibilities

1. To be involved in the daily management of workload allocation within the specialist area.
2. To play a key role in the coordination of activities with other agencies, such as discharge planning and case management.
3. To participate in the development of improvements to service delivery through participation in the evaluation of clinical practice through evidence-based projects, audit and outcome measures, and attendance at local and national meetings.
4. To be responsible for the day-to-day safe and competent use of equipment, which may be of high value, used by patients and staff in the area of work. To be continuously aware of financial consequences of actions.
5. To be involved in the development of policies and procedures relevant to the area of work, that may impact other disciplines. To occasionally participate in working parties proposing policy changes across the trust or directorate.
6. To contribute to safeguarding our patients and their families as appropriate.

Communication and relationships

1. To communicate effectively with patients and carers/relatives to progress specific rehabilitation and treatment programmes. This would include providing and receiving complex information, using a range of verbal and non-verbal communication skills, particularly persuading/influencing – to ensure compliance with treatment.
2. This will include patients who have difficulties in understanding or communicating, e.g. patients who may be dysphasic, depressed, visually impaired, hard of hearing, or may be unable to accept their diagnosis.
3. To communicate with a range of professionals both within the trust and in external agencies, including primary care, social service, voluntary organisations and others.
4. To make presentations to groups and individuals both within the trust and external to the trust.
5. To be involved in the management and support of patients and relatives who may be upset or angry within your caseload, or the caseload of other less experienced staff.
6. To regularly provide training to own discipline, multiple disciplines/other professionals and students.

Governance

1. To work within the standards of professional practice as described by professional body. To be responsible for maintaining own competency to practice through postgraduate training and CPD in the specialist area/field.
2. To access guidance (including clinical, peer and managerial) as required, from colleagues within the organisation or from other expert agencies.

3. To record and store patient related information in computerised and paper-based systems.
4. When working in the community or domiciliary settings to work as a lone practitioner within the lone worker policy guidelines.
5. To participate in the design of multi-disciplinary audit and take an active part in research projects at a local, regional or national level.
6. To maintain and develop specialist knowledge of evidence-based practice in the area of work.
7. To be actively involved in improvements to service delivery, e.g. evaluation of clinical practice, evidence-based projects, audit, outcome measure, and representation at local meetings and attendance at national meetings.
8. To undertake staff appraisals as appropriate.

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Trust policies and procedures

The post holder is required to comply with Trust policies, procedures and standards at all times.

Confidentiality

The post holder is required to maintain the confidentiality of information regarding patients, staff and other health service business in accordance with the Caldicott Guidelines, Data Protection Act and Children's Act and all other relevant legislation as appropriate.

Risk management

All staff have a responsibility to report any risks and clinical and non-clinical accidents and incidents promptly, and co-operate with any investigations undertaken.

Health and safety

All staff must be aware of their responsibilities under the Health and Safety at Work Act and must ensure that the agreed safety procedures are carried out to maintain a safe environment for employees, patients and visitors to the Trust.

Equal opportunities

The Trust is positively committed to the promotion and management of diversity and equality of opportunity.

Conflicts of interest

The Trust is responsible for ensuring the service provided for patients in its care meets the highest standards. Equally, it is responsible for ensuring that staff do not abuse their official position for personal gain or to benefit their family or friends. The Trust standing orders require employees to declare any interest, direct or indirect, with contracts involving the local health community. Staff are not allowed to further their private interests in the course of their NHS duties.

Appraisal and statutory training

All newly appointed staff will receive an initial appraisal within six months of commencing in the post. Thereafter, appraisals will be conducted on an annual basis. The post holder will undertake all statutory and mandatory training as deemed necessary by the Trust.

Safeguarding statement

The Trust is fully committed to safeguarding the welfare of all children and young people, and vulnerable adults by taking all reasonable steps to protect them from harm. All staff will receive appropriate training and induction so that they understand their roles and responsibilities and are confident about carrying them out.

Infection prevention and control

The prevention and appropriate management of infection is of paramount importance in the quality and safety of the care of patients, and to the safety of visitors and members of staff. It is the responsibility of all staff to be aware of, assess and minimise these risks and comply fully with infection prevention and control policies.

The Health and Social Care Act establishes a Code of Practice for the Prevention and Control of Health Care Associated Infections. It sets out criteria by which NHS managers ensure that patients are cared for in a clean environment where the risk of healthcare associated infections (HCAI) is kept as low as possible. Managers, heads of departments, matrons and other clinical leaders are responsible for ensuring that:

- the necessary equipment and mechanisms are in place to support infection prevention
- healthcare workers are free of and are protected from exposure to communicable infections during the course of their work, and that all staff are suitably educated in the prevention and control of HCAI

Additional information

This post will be subject to an enhanced disclosure check with the Disclosure and Barring Service. For more information regarding the DBS please access the following website: www.gov.uk/disclosure-barring-service-check

This job description will be reviewed during the annual appraisal. The employee shares with the employer responsibility to suggest alterations to the scope of duties to improve the working situation and to adapt to change and facilitate service improvement. Any changes to this role specification will be made in consultation with the post holder.

This job description must be agreed and signed by the manager and employee:

Manager name.....

Signature.....

Employee name.....

Signature.....

**Specialist Occupational Therapist
Band 6
Person Specification**

	Essential	Desirable
Experience	<ul style="list-style-type: none"> • Previous experience in broadly similar area of work. Core rotations in an acute field. 	<ul style="list-style-type: none"> • Previous experience at band 5 or 6 in the specialist area of Stroke.
Qualifications	<ul style="list-style-type: none"> • BSC hons in Occupational Therapy or equivalent • HCPC registration 	<ul style="list-style-type: none"> • Post registration qualification in specialist area.
Skills, knowledge and competencies	<ul style="list-style-type: none"> • Excellent communication skills both written and verbal with the ability to overcome barriers to communication. • Excellent organisational skills and able to prioritise and delegate. Confident in dealing with difficult situations. • Able to motivate and encourage others • Proven experience in advising, teaching • IT literate in word processing and spread sheets. • Able to deliver the trust core competencies. • Team player • Flexible • Motivated • Good time management • Able to use own initiative • Demonstrate a commitment to lifelong learning • Able to perform a full range of duties 	<ul style="list-style-type: none"> •
Specific role requirements	<ul style="list-style-type: none"> • Understanding of local and national drivers for service delivery. • Car Driver 	

<p>Physical skills e.g., use of tools, equipment, minute taking, advanced computer skills</p>	<ul style="list-style-type: none"> • To have highly developed physical, dexterous and manipulative skills for the treatment of patients, which may involve the use of specialist equipment relating to the area of therapy. 	
<p>Physical effort e.g., pushing, pulling, moving and handling of equipment</p>	<ul style="list-style-type: none"> • Contribute to a 7-day working service. • To frequently exert physical effort in cramped conditions and sustained postures for periods of up to 40 minutes several times a day. This would include moving patients as part of their treatment or moving equipment. 	
<p>Mental effort e.g., level of concentration</p>	<ul style="list-style-type: none"> • To deal frequently with distressing or emotional situations, such as dealing with patients and families who are distressed due to acute or a terminal illness, those who are elderly, those with special needs and those experiencing prolonged ongoing deterioration. 	
<p>Emotional effort e.g., exposure to distressing circumstances</p>	<ul style="list-style-type: none"> • To have daily contact with patients' bodily fluids, odours, dust, etc. 	
<p>Working conditions e.g., environment, exposure to unpleasant or hazards</p>	<ul style="list-style-type: none"> • With every patient, concentration is required to listen, observe, evaluate, document, plan and act on information gathered. Work can frequently be unpredictable and interrupted. 	

Last updated: October 2023