

Sandwell and West Birmingham Hospitals NHS Trust

JOB DESCRIPTION

PTA0027g

JOB TITLE:	Specialist Occupational Therapist
GROUP:	PCCT
GRADE:	Band 6
RESPONSIBLE TO:	Team Leader
ACCOUNTABLE TO:	Clinical Group Director Community & Therapies

JOB PURPOSE:

Provide a high standard occupational therapy service to inpatients in specialities which may include intermediate care/community beds and community services Supervise and educate Occupational Therapists, Student Occupational Therapists, and Therapy Support Workers.

JOB SUMMARY:

Perform specialist therapeutic assessment of patients with diverse presentations and complex physical and psychological conditions, to provide a diagnosis, develop and deliver a specialised individual treatment programme.

Hold responsibility for own caseload and be responsible for a defined area of service or a particular patient type, working without direct supervision. Supervision takes the form of access to advice and support from a more senior occupational therapist when required, regular formal training and clinical reasoning sessions, peer review and case conferences. Clinical work and documentation will be routinely evaluated

Undertake all aspects of clinical duties as an autonomous practitioner.

Supervise and educate undergraduate Occupational Therapy students and assess their performance as required to ensure the standard of practice and teaching meets the standards set by the degree level qualification.

Undertake evidence based audit and research projects to further own and team's clinical practice within each rotation and make recommendations to clinical lead of that service for changes to practice by the team.

Contribute to the implementation of specific changes to practice and service protocols.

MAIN RESPONSIBILITIES:

Clinical

Be professionally and legally accountable for all aspects of own work, including the management of patients in your care.

Undertake specialist assessments of patients with diverse or complex presentations/multi-pathologies. using specialist analysis, clinical reasoning, manual assessment techniques and listening skills to receive complex and sensitive details from patients to provide an accurate diagnosis of their condition.

Formulate and deliver individual, specialised Occupational Therapy treatment programme based on specialist knowledge of evidence based practice and treatment options using clinical assessment, analysis and reasoning and knowledge of a range of treatment options e.g., splinting and orthotic techniques, compensatory strategies, assessment for and prescription of equipment and patient education.

Take delegated responsibility from senior therapists for managing patients with particular conditions.

Formulate accurate prognosis, recommend best course of intervention and assist in developing comprehensive discharge plans.

Discuss treatment options and recommend best course of intervention to patients and carers using negotiating, persuasive, motivation and reassurance skills.

Assess patient understanding of treatment proposals, gain valid informed consent and have the capacity to work within a legal framework with patients who lack the capacity to consent to treatment.

Be responsible for organising and planning own caseload to meet service and patient priorities, re-adjusting plans as situations change.

Demonstrate highly developed dexterity and co-ordination including assessment of functional performance, assembly and fitting of daily living equipment, demonstration of programmes of remedial activities and making and fitting of orthoses and splinting if appropriate.

Use a range of verbal and non-verbal communication techniques to communicate effectively with patients to progress rehabilitation and treatment programmes. This will include the communication of information to patients who have difficulties in understanding or communicating e.g. where English is not the first language, dysphasic, sedated, depressed, unmotivated, deaf, blind patients and those unable to accept the outcomes of rehabilitation or diagnosis. This may also include those who have been subjected to extremes of physical and mental abuse.

Communicate complex patient-related information effectively to ensure collaborative working with MDT colleagues across health and social care sectors to ensure the delivery of a co-ordinated, multi-disciplinary service.

Be responsible for the safe and competent use of all occupational therapy equipment, patient appliances and aids by patients, junior and support staff and undergraduate occupational therapy students. This includes training, teaching, supervision of practice and the assembly and demonstration of equipment for patient use.

Evaluate patient progress, reassess and alter treatment programmes if required.

Manage clinical risk within own patient caseload and working environment including potential hazards arising from carrying out assessment and treatment interventions within home environments on a regular basis.

Maintain accurate and comprehensive patient treatment records in line with departmental standards and the College of Occupational Therapy (COT) standards of practice.

Supervise juniors', assistants' and student Occupational Therapists record keeping system according to professional and Occupational Therapy Service standards.

Represent the Occupational Therapy Service and/or individual patients at multi-disciplinary meetings, to ensure the delivery of a co-ordinated multi-disciplinary service and integrate Occupational Therapy treatment into the programme. This will include discussion of patient care, patient progress and involvement on discharge planning.

Participate in the provision of the delivery of the integrated therapy 7 day service as it evolves.

Professional

Adhere to COT Code of Professional Conduct and Practice at all times.

Be responsible, as required and in liaison with senior colleagues, for teaching undergraduate Occupational Therapy students to graduate level on therapeutic skills and knowledge within core clinical areas during student placements.

Clinically educate and evaluate the clinical competence of newly qualified Occupational Therapists and support staff providing support and guidance and delegating tasks appropriately.

Maintain and develop specialist knowledge of evidence based practice in each clinical rotation. Critically evaluate own work and current practices through the use of evidence based projects, audit and outcome measures.

Contribute to the development of improvements in service and clinical practice using evidence-based practice to recommend and implement changes in liaison with the team leader.

Be an active member of the Occupational Therapy in-service training programme participating in and leading sessions, feeding back information from external courses.

Be actively involved in professional clinical groups such as Journal Clubs, COT Clinical Interest groups, Peer Review Groups and other professional development activities.

Organisational

Work within Trust and COT clinical guidelines and to have a working knowledge of national and local standards, monitoring own and others quality of practice

Deputise for the Band 7 in their absence co-ordinating, allocating and organising the work of junior and assistant staff to meet service priorities on a daily basis.

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.

Appraise Junior Occupational Therapists and support workers.

To undertake as directed the collection of data for use in service audit and research projects.

Participate in the recruitment, induction and training programmes for new staff, undergraduate Occupational Therapy students, locum staff and work experience students.

Educational

Maintain competency by participating in identifying own training needs, engaging in continuous learning and development activities, including attending appropriate courses and taking part in peer reviews. This includes maintaining a portfolio which reflects personal development and provides evidence of application of learning to practice and fitness for purpose.

EFFORT:

This job involves:

- The carrying out of concurrent activities involving moderate to intense physical effort, manoeuvring patients (including those who are clinically obese and those with paralysis or gross weakness) and equipment throughout the working day
- Frequent contact with patients presenting with chronic and terminal conditions and those with limited recovery potential and their carers
- Frequent long periods of medium-intense concentration carrying out assessments, supervising more junior support workers and dealing with complex equipment
- Frequent interruptions from unpredictable work patterns
- Occasional interruptions from bleeps
- Daily exposure to unpleasant working conditions including soiled linen, sputum and body odour and occasional exposure to vomit, blood, patients with infections or infestations and physical and verbal aggression

CONFIDENTIALITY:

The post-holder must maintain confidentiality of information relating to patients, staff and other Health Service business.

HEALTH AND SAFETY:

Employees must be aware of the responsibilities placed on them under the Health & Safety at Work Act (1974) and the Manual Handling Operations Regulations (1992). This ensures that the agreed safety procedures are carried out to maintain a safe environment for employees, patients and visitors to the Trust.

If you are a manager you will be responsible for the Trust's policy on Health and Safety and for taking all reasonable steps to maintain and where necessary improve health and safety standards. This will include training to ensure that all employees are able to carry out their health and safety responsibilities effectively

RISK MANAGEMENT:

All staff have a responsibility to report all clinical and non-clinical accidents or incidents promptly and, when requested, to co-operate with any investigation undertaken.

EQUAL OPPORTUNITIES:

The trust has a clear commitment to its equal opportunities policy and it is the duty of every employee to comply with the detail and spirit of the policy.

CONFLICT OF INTEREST:

The Trust is responsible for ensuring that the service provided for patients in its care meets the highest standard. 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's Standing Orders require any officer to declare any interest, direct or indirect with contracts involving the Trust. Staff are not allowed to further their private interests in the course of their NHS duties.

USE OF INFORMATION TECHNOLOGY:

To undertake duties and development related to computerised information management to meet the changing needs and priorities of the Trust, as determined by your manager and in accordance with the grade of the post

SAFEGUARDING – CHILDREN/YOUNG PEOPLE AND VULNERABLE ADULTS

Every employee has a responsibility to ensure the safeguarding of children and vulnerable adults at all times and must report any concerns immediately as made clear in the Trust's Safeguarding Policies.

INFECTION CONTROL

The Trust is committed to reducing the risk of healthcare acquired infection. Accordingly it is essential that you adhere to all Trust infection control policies, procedures and protocols (to include hand decontamination, correct use of PPS (Personal Protective Equipment) and care management of patients with communicable infections). You are required to report any breaches/concerns promptly using the Trust's incident reporting system

SMOKING:

This Trust acknowledges its responsibility to provide a safe, smoke free environment for its employees, service users and visitors. Smoking is therefore not permitted at any point whilst on duty in accordance with the guidelines set down within the Trust Smoking Policy

The above duties and responsibilities are intended to represent current priorities and are not meant to be a conclusive list. The post-holder may from time to time be asked to undertake other reasonable duties. Any changes will be made in discussion with the post-holder in the light of service needs and will be commensurate with the grade and competencies of the post.