

Job Description

Job title:	Trainee Aspiring Consultant Occupational Therapist
Band:	8a
Locality:	Specialist Network
Service:	CYPMH
Base:	Trust Wide
AfC Ref:	
Hours of work:	22.50

Reporting arrangements:

Managerially accountable to: Mark Swan, ADO CYPMH

Professionally accountable to: Hayley Bannister, Consultant Occupational Therapist

Job Summary

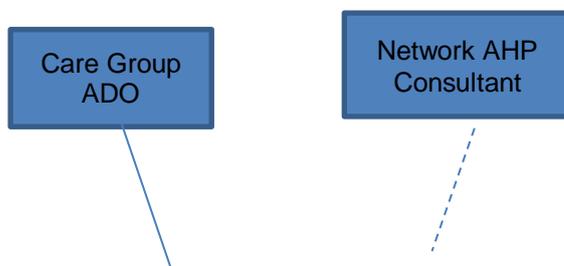
The post holder will be responsible for working across the four pillars of advanced practice. They will lead and develop person centred, evidenced based practice and, maintain and contribute to the development of professional standards within the service pathway. They will lead the care for a defined group of service users within the service line, providing expert assessment and interventions, working as an autonomous practitioner within the scope of their profession. Additionally they will contribute to the development of educational and research programmes to support clinical practice within the network and across Trust. They will contribute to the leadership of specific emerging clinical practice across the Trust as well as promoting research and ensuring high standards of professional practice within in-patient and /or community services.

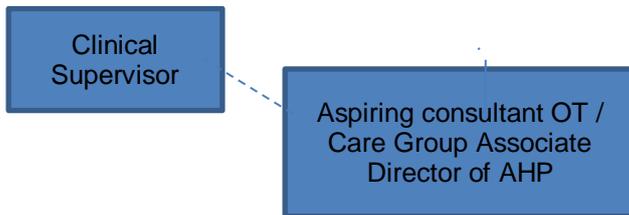
Key Relationships

Internal: AHP and MDT Team Members, Senior Network Colleagues, Network Consultant AHP ,Network Director of Nursing, Network Director of Operations, Network Medical Director, Medical Team, Director for AHPs , Medical Director, Executive Director of Nursing & Quality

External: Service users and their families/carers, Clinical Commissioning Groups, NHS England/Improvement (NHSE/I), Northwest AHP Network, National AHP & professional networks ,3rd sector, HEIs .

Departmental chart





Key Responsibilities

Main Purpose

- Work across the four pillars of advanced practice.
- Provide expert clinical practice and leadership for their area of clinical expertise, working closely with people, their families and carers and the service and network senior team.
- Work strategically in partnership with support, with other local NHS organisations, non-NHS organisations, Local Authorities, with independent contractors and the public to facilitate the implementation of best practice in relation to their area of clinical expertise.
- Provide evidence-based interventions internally within the organisation, and externally to partner organisations, advise on, and develop policies and strategies in relation to their area of clinical expertise.
- Contribute to the development of research capacity within their area of clinical expertise and service.
- Demonstrate values which respect service users' choice; working alongside them and their families/carers to ensure they are at the centre of care planning (recovery model).
- Support the service and network senior team in sustaining and developing the service utilising quality improvement strategies and frameworks.
- Work in partnership alongside both clinical and non-clinical colleagues and key stakeholders, including the Trust's commissioners and partner organisations, to ensure that a joined up and seamless approach operates with regard to the management of services
- To facilitate, guide and advise on professional matters and provide professional AHP leadership and advice to AHPs within their designated area of responsibility.
- To have developing strategic awareness in their speciality in order to enable staff to support the development of services in ways that support Trust values and the national agenda

Expert Clinical Practice

- Influence clinical standards and practice within area of responsibility, ensuring care is person centred.
- Provide highly developed clinical skills in relation to assessment, diagnosis, treatment and care of the service user group within the scope of their professional group
- Ensure a minimum of 50% of the role is delivering clinical practice and hold a clinical caseload, working as an autonomous practitioner.
- To provide specialist, up to date advice and consultation in own clinical field to qualified professional staff and other professionals regarding their profession specific assessment, interventions and discharge planning, particularly regarding management of complex and sensitive issues.
- To ensure effective and efficient use of AHP skills in the pathway

- To drive professional standards of AHP practice and provide robust assurance on the delivery of AHP practice and outcomes.
- Demonstrate and maintain an up to date knowledge of current AHP trends, practices and research within the relevant clinical speciality.
- To be responsible for the development of AHPs and interventions and roles to support care delivery across the pathway.
- Work at the forefront of practice innovation, creating precedence, generating, monitoring and evaluating practice protocols to advance professional practice
- Provide consultancy both within the Trust and externally for partner organisations as a professional expert
- Lead the implementation of evidence based best practice, monitoring and evaluating patient care and developing clinical pathways to underpin this, including the implementation of appropriate interventions which relate to hospital and community settings
- Work effectively with multi-disciplinary colleagues to develop person-centred pathways, which are evidence-based.
- Work in liaison with colleagues to develop improvement in patient care, taking appropriate opportunity to consult with service users and carers, formally and informally
- Adhere to the HCPC Guidelines and be actively involved in clinical supervision and peer review
- Maintain and extend own professional competence and sustain authority of professional expertise through practice and continual professional developments
- Function as a role model in expert practice within the services and represent the profession and trust both regionally and nationally providing leadership and strategic direction.

Professional leadership and Consultancy

- Direct and review the development of the most effective research based policies and procedures that underpin clinical practice within their area of expertise.
- Provide strategic advice and consultancy across the organisation in relation to care and practice developments within their area of clinical expertise.
- Work strategically across organisational boundaries to evaluate service delivery, identify areas for improvement and initiate change.
- Promote optimal communication between primary, secondary and specialist care settings.
- Provide strategic clinical leadership to staff within the profession in relation to issues within their area of expertise.
- Lead and encourage innovation in clinical practice to provide solutions to longstanding clinical challenges.
- Provide professional and clinical leadership to the AHP team.
- Develop a national, regional and local profile and be actively involved in shaping and influencing the development of the clinical and AHP agenda within their area of expertise.
- Actively contribute to the regional peer network.
- To develop a professional development strategy for staff, that responds to individuals' development needs, and that coincides with meeting network priorities
- In liaison with the Service and Network senior team take a lead to the long term planning of the service.
- Provide leadership and act as an expert resource, providing specialised advice on clinical issues and national guidelines relating to their area of clinical expertise, both individually and through the Trust governance structure such as clinical network groups and quality leads.

- Ensure that care pathways are continuously developed in order to support the Network and Trust's strategic aims and objectives.
- Work with Service and Network senior team in linking key quality mechanisms to Network performance reviews, including performance against CQC standards.
- Ensure that the Trust is aware of any funding and resource opportunities including education, training and development programmes, and is in an appropriate position to access these.
- Ensure the Trust establishes and develop links with major external partner organisations including but not limited to CCGs, Acute Trusts, Social Service Departments and a range of external agencies. To identify opportunities for shared learning and governance arrangements with partner organisations.
- Further develop a culture that embraces evidence based clinical practice and generates high levels of staff engagement.
- Maintain oversight of professional standards of conduct and competence for AHP staff in line with HCPC requirements including fitness to practice..
- Interpret and implement DOH policy, related to your area of clinical expertise.
- Ensure the development of a culture which encourages openness in reporting and that the lessons learnt from adverse incidents are shared.
- Assist in the management of risk related to AHPs and ensure the development of AHP knowledge and skills in relation to person centred risk assessment and management.
- Drive forward a culture change that enables a constant focus on diversity and inclusion and encourages the employment of service users within the directorate.
- Provide professional advice to AHP colleagues within the network.
- Contribute to the network professional AHP forum; to support implementation of the AHP strategy, strengthen AHP professional identity, implement evidence-based practice, promote research and disseminate the Trustwide Professional AHP Network agenda.
- Lead on specialty focused professional forum, agreed with the Network Director of Nursing & Quality.
- Give clear and consistent messages about priorities, support the network in setting goals which directly relate to improving quality of care.
- Support staff through change by articulating the reasons for change to aid understanding and promote engagement
- Provide positive feedback, support and encouragement to facilitate individual and team development.
- Participate in trust wide policy development and lead on the implementation and monitoring of relevant policies.
- Support the Trust equality, diversity and inclusion strategies to ensure that all service users have access to the same quality of service and that all staff have access to the same opportunities to develop.

Education and Service development

- Champion good practice and lead by example in order to empower AHPs to strive for the highest standards of care and to make change happen.
- Encourage staff involvement and commitment in achieving continuous improvement objectives.
- Lead by example and be a role model in the improvement of quality standards.

- Support clinical leadership through supervision, mentoring, coaching and education.
- Provide professional support to AHP staff in dealing with issues of improvement.
- Lead on the development, implementation and evaluation of systems which support effective care based on evidence-based practice.
- Establish systems to ensure that practitioners have access to resources that provide current evidenced based materials and tools that will support practice and promote evidence based health outcomes.
- Provide clinical supervision and ensure systems are in place for Therapists to access clinical supervision.
- Act as mentor for other related staff and provide professional support for staff studying at post graduate level.
- Develop a culture of empowerment for staff to become accountable for their practice through professional education.
- Maintain an output of publications and contribute to major, local national and international conferences.
- Work in partnership with MDT colleagues within the Trust and partner organisations to develop patient focussed pathways.
- Take lead responsibility for ensuring that clear, consistent messages are communicated in relation to best practice.
- Work collaboratively with other Consultant AHPs within the Trust to foster a culture of learning and clinical leadership.
- Work with Higher Education Institutions to ensure that training is locally available and influence curriculum development and student education/ equitable allocations and placement development process.
- Ensure there is provision of guidance, support and training to staff relating to overseeing the design and delivery of training programmes for clinical, non-clinical and specialist staff groups.
- Foster a learning culture within the organisation.
- Identify and support staff strengths and facilitate AHP staff to maximise their talents.
- Identify AHP skills and knowledge development needs and proactively support education and learning.
- Identify training and education needs of Allied Health Professionals and other relevant staff in relation to service area
- Support the development of new and innovative programmes of education and training to facilitate changes in practice.

Research and Evaluation

- Support the identification of research and audit projects to improve the outcomes for patient care, ensuring that these are linked into programmes of research and where necessary receive ethical approval.
- Contribute to raising the awareness of research opportunities and audit across all disciplines and throughout the Trust.
- Support the development of processes to support the identification, collection and evaluation of information to support clinical decision making.

- Support the development of programmes of data collection and audit to determine the efficiency of services and identify how this data would inform the planning of future services and training needs.
- Collaborate with other health care professionals to initiate and promote research that will inform the Trust research and development strategies. In addition support individuals undertaking research and promote dissemination and implementation of relevant findings.
- Influence local and national research in collaboration with others and identify gaps in practice.
- Take the lead in the development of benchmarking initiatives relating to service.
- Participate in practice development initiatives, and evaluate their effect on clinical practice, developing QI and research capacity in the team.

Managerial

- Application of critical thinking, appropriate prioritisation and time management skills to workload
- Deputise for the Network Consultant A/ Network Director of Nursing as required.
- Apply advanced levels of judgement, discretion and decision making in the delivery of clinical care.
- Keep abreast of changes in policy and practice and synthesise clinical policies and strategy documents to advise and inform of key issues

Strategic

- With support, lead on the improvement of clinical services as directed by national policy, developing action plans and actions to support this.
- Contribute to the strategic direction for the development of clinical practice for services.
- Lead on policy development and implementation, responding to and advising on national policy.
- Contribute to the management of governance issues and development and maintenance of robust risk identification processes.
- Gather evidence; provide evidence for strategic returns.
- Investigate and report on significant incidents related to services.

Communication

- Share information and keep others up to date in a timely and relevant manner.
- Communicate and promote effective and efficient AHP practices, processes, systems and operational plans to key clinical leaders
- Communicate complex/ sensitive information.
- Engage reluctant clients and communicate effectively, sensitively and with respect, in sometimes hostile, antagonistic and emotionally charged situations
- Provide extensive and developed communication skills to meet the requirements of the role at Board and senior leadership level
- Ensure effective clinical dialogue with senior colleagues and MDT members re clinical care
- Effective liaison with service users , their families / carers, Social care partners CCG colleagues, NHSE/I, other NHS Trusts

- Maintain a national, regional and local profile and be actively involved in shaping and influencing the development of the Inpatient pathway agenda

Finance

- Manage delegated budget as required
- Act as designated signatory
- Order and procure equipment as required

Human Resources

- To support systems in place for the recruitment to, retention within, and professional development of staff within the service.
- To ensure the availability of high quality practice placements for students within the service and support delivery of the Preceptorship programme.
- Take part in /lead any investigations, incident reviews including serious incident investigation as required.
- Ensure that the issues of equality and diversity are positively progressing resulting in an environment free from discrimination and equal to all
- Responsible for keeping clinical records up to date in line with Trust policy, and provide statistical reports

Confidentiality

- Working within the Trust you may gain knowledge of confidential matters, which may include personal and medical information about patients and staff. Such information must be considered strictly confidential and must not be discussed or disclosed. Failure to observe this confidentiality could lead to disciplinary action being taken against you.

Codes of Conduct and Accountability

- Comply with relevant Trust codes of conduct and accountability

Freedom to Act

- The post holder will have autonomy to achieve their role within the scope of Trust policy and procedure, directorate/department plans and standards, a framework established with the line manager and an annually reviewed job-plan.
- The range of duties and responsibilities outlined above are indicative only and are intended to give a broad flavour of the range and type of duties that will be allocated. They are subject to modification in the light of changing service demands and the development requirements of the post holder.

Person Specification

Description	Essential	Desirable	Assessment
Education/ Qualifications	<ul style="list-style-type: none"> • HCPC Registered Allied Health Professional in appropriate field of specialty • Master's degree in health related subject, relevant to area of clinical expertise, in progress or working towards. • Level 7 study or equivalent study in specialty related subject • Evidence of continuing personal learning and development • Student educator accredited and associated experience 	<ul style="list-style-type: none"> • Leadership qualification • Additional skills training in professional field 	Application Form
Knowledge	<ul style="list-style-type: none"> • Advanced knowledge in professional practice relating to service area. • Good Understanding of the role of partner organisations • Thorough understanding of the policy/standards agenda in relation to practice, and an understanding of the broader policy drivers pertinent to healthcare delivery • Ability to demonstrate knowledge of contemporary, evidence-based practice and best practice • Ability to undertake critical analysis of complex policy 	<ul style="list-style-type: none"> • Project Management skills 	Interview / Application

	information and synthesise into an interpretable format		
Experience	<ul style="list-style-type: none"> • Extensive post professional qualifying clinical experience providing highly advanced clinical skills within a senior position • Clinical leadership and change management • Effective working across organisational boundaries in the development and provision of services • Evidence of significant contribution to clinical developments • Provision of education to various and multi-professional groups • Involvement in research, audit and clinical effectiveness • Evidence of applying research in practice • Participation in national forums and groups • Strategic planning • Ability to work in collaboration with colleagues • Ability to work autonomously in taking critical decisions 	<ul style="list-style-type: none"> • National and regional influence • Presenting at conferences 	Application / interview
Personal	<ul style="list-style-type: none"> • Advanced, levels of judgement, discretion and decision making in the delivery of clinical care • Excellent interpersonal skills • Strong value base which drives practice • Leadership and management skills • Good communication, both written and verbal • Ability to manage, supervise and support staff 		Application / Interview

Other	<ul style="list-style-type: none">• Provide and receive highly complex, extremely delicate or sensitive information to service users, their families and colleagues where it is likely to cause distress• Can organise own work around competing demands and perform under pressure• Ability to manage a range of responsibilities simultaneously, giving priority to all dimensions of the role appropriately, and meeting deadlines• Ability to deal with ambiguity and uncertainty and remain resilient in times of change• Assertive, confident and competent• Innovative and adaptable• Positive approach to change• Enthusiastic and committed• Ability to travel between sites and attend off-site meetings as required		Application / Interview
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Effort factors

PHYSICAL EFFORT What physical effort is required for the job?	How often?	For how long?	What weight is involved?	Any mechanical aids?
Light physical effort for short periods /sitting in constrained position for meetings/patient /skype sessions.	daily	2-3 hours	None	none
Inputting data on IT systems	daily	1-2 hours	None	Work station assessment
Carrying equipment for patient sessions / training / meetings	daily	1-2 hours	Up to 20 kg	Wheeled bags available
Potential requirement to be involved in use of breakaway and physical restraint techniques	variable	Variable	Variable	no

Is the job holders expected to sit / stand in a restricted position?	How often?	For how long?	What activity is involved?
yes	Every shift	3-4 hours at a time	Using PC/ Standing sitting at meetings/ events / training / patient sessions.

MENTAL EFFORT Are there any duties requiring particular concentration? – Please detail.	How often?	For how long?
Requirement for prolonged concentration – working directly with service users in therapy sessions	Daily	Extensive
Planning/ meetings / analysis of data.	Daily	Up to 2 hours
Chairing meetings with complex information	Daily	Up to 2 hours at a time
Managing staff supervision , performance and competence issues		

	Daily	Frequent
Are there any duties of an unpredictable nature? – Please detail.	How often?	For how long?
Client group is unpredictable and will vary daily Responding to complaints, distressed relatives patients	Could be daily	Extensive/Frequent

EMOTIONAL EFFORT Does the job involve dealing with any distressing or emotional circumstances? – Please detail.	Direct / Indirect exposure	How often?
Exposure to distressing circumstances relating to service users/patients /and their families who present with emotional distress and acute mental health presentation	Direct	Daily
WORKING CONDITIONS Does the job involve exposure to unpleasant working conditions? – Please detail.	How often?	
Clinical sessions conducted at home may be in cluttered / dirty homes / homes with aggressive pets	Daily	

Our values and behaviours

The values and behaviours represent what we, as an organisation and the individuals who make up that organisation, are about. It is our aim that everything we do fits in with and reinforces, these values:

Values	Behaviors we expect
We are always learning	<ul style="list-style-type: none"> ✓ We pro-actively seek out opportunities to learn and support the learning of others ✓ We prioritise quality and safety and are open and flexible to change and improvement ✓ We value appraisals, supervision and learning opportunities ✓ We speak up if we are concerned about safety and focus on opportunities to improve
We are respectful	<ul style="list-style-type: none"> ✓ We are open and honest, trying our best to ensure people receive information in ways the can understand ✓ We seek, value and learn from diverse perspectives, views and experiences

	<ul style="list-style-type: none"> ✓ We put service users and carers at the heart of everything we do ✓ We take pride in our work and understand we are responsible for our actions
We are kind	<ul style="list-style-type: none"> ✓ We are approachable and show compassion ✓ We actively listen to what people need and pro-actively offer our support ✓ We care for our own wellbeing and the wellbeing of others ✓ We celebrate success and provide feedback that is authentic and compassionate
We are a team	<ul style="list-style-type: none"> ✓ We take personal and team accountability to deliver the highest standards of care ✓ We work in active partnership with service users and carers ✓ We actively build trusting relationships and help others feel joy and pride in work ✓ We work well with colleagues across LSCft and in our partner organisations to enable patient centred, joined up care

Special conditions:

As a member of staff you have:

- Legal duties and responsibilities under health and safety legislation, plus a general duty to work safely and not to put others at risk, including colleagues, service users and visitors, as a result of any activity or omission at work.
- A duty to report any practice that you consider compromises standards of risk and health and safety. The Whistle-Blowing Policy gives effect to the Public Interest Disclosure Act under which an individual who raises such concerns for unfair treatment is protected.

All Lancashire and South Cumbria NHS Foundation Trust staff employed within all environments that have contact with service users, their families or systems to support them have a responsibility to safeguard and promote the welfare of children, adults and vulnerable families.

As a member of staff you must:

- All Lancashire and South Cumbria NHS Foundation Trust staff employed within clinical environments have contact with children, vulnerable adults, service users and their families must familiarise themselves and be aware of their responsibilities and adhere to the local safeguarding

children's board, local safeguarding adult board and Lancashire and South Cumbria NHS Foundation Trust procedures for safeguarding and protecting children.

- The Trust places great emphasis on the need for the strictest confidentiality in respect of personal data; both that of service users and staff. All information about people will be treated in the strictest confidence at all times. Breaches of confidentiality will be investigated and may lead to disciplinary action being taken.
- The Trust views its responsibility under the Data Protection Act and the Caldicott Principles as central to all activities that are carried out in its name. Staff are therefore expected to acquaint themselves with the principles of information governance and to complete the mandated training modules which have been agreed.
- The Trust places great importance on sustainable development, reducing its carbon footprint and maximising the positive social, economic and environmental outcomes of Trust actions and

activities. As an employee it will be your responsibility to minimise your environmental impact, use resources efficiently, saving energy by switching off unnecessary equipment, reducing waste generation, using recycling / redistribution facilities, minimising travel and saving water when possible. If your role involves purchasing / ordering supplies you must consider the environmental / sustainable impacts and purchase optimal environmental / sustainable products / services.

- All staff and contractors must follow Trust policies and procedures relating to infection prevention and control (IPC) including the Dress Code Policy. All staff have a duty of care in following best practice which is fundamental to IPC, which includes maintaining a clean and safe environment at all times. It is an expectation that Trust staff at all levels make IPC a priority as they perform their roles.

Promoting equality and reducing inequalities:

- You should understand and uphold organisational policies and principles on the everyday promotion of equality, diversity and inclusion.
- You should create an inclusive working environment which values a variety of ideas, experiences and practice, where differences are respected and celebrated for the benefit of ourselves, the Trust and the communities we serve.
- You should uphold the Trust's commitment to health and wellbeing.



**We are
Kind**



**We are
Respectful**



**We are
Always
Learning**



**We are a
Team**