

## JOB DESCRIPTION

Job evaluation ref number:	
<b>Job Title:</b> Community Occupational Therapist-Local Mental Health Team	
<b>Reports to (post title):</b> Team Leader-Local Mental	
<b>Evaluated Banding:</b> Band 5	
<p><b>Role Purpose:</b></p> <p>To effectively plan and implement a high-quality Occupational Therapy service with service users referred to the Local Mental Health Team. The post holder will ensure each service user is assessed in relation to their occupational functioning and will work with the individual to identify their plans in relation to their needs to maximise independence in their daily living and occupational performance. Working as part of the multidisciplinary team to use their clinical expertise to participate in the preparation, implementation, and review of plans to aid recovery.</p> <p>Professional and clinical supervision will be provided by the identified senior Occupational Therapist and the post holder will link into the wider OT network in Nottinghamshire working co-operatively with colleagues to ensure high quality service provision, gain opportunities for support and Continuing Professional Development.</p> <p>The post holder will liaise with a range of agencies and service across Nottinghamshire.</p>	
<p><b>Role Context:</b></p> <p>This role requires the individual to be assess service users needs, identify effective OT plans and implement them. In order to do this the post holder will need an understanding of the complex needs and treatment approaches relevant to this patient group. The post holder will need to communicate effectively with a wide range of multidisciplinary colleagues and agencies.</p>	
<p><b>Trust Values</b></p> <p>All colleagues are expected to demonstrate at interview and throughout employment that they act in line with Nottinghamshire Healthcare NHS Foundation Trust Values:</p> <p style="text-align: center;"><b>Trust Honesty Respect Compassion Teamwork</b></p>	
<p><b>Key Accountabilities</b></p> <ul style="list-style-type: none"> <li>To be professionally and legally responsible for all aspects of own work, ensuring a high standard of care for the service users.</li> <li>Demonstrate ability to carry out assessment, treatment, planning, intervention and evaluation for a designated caseload under the supervision of a senior Occupational Therapist. Utilise core specialist OT skills(as appropriate to the area of work)</li> </ul>	<p><b>Performance Measures</b></p> <ul style="list-style-type: none"> <li>Service users referred to Occupational Therapy received an appropriate and high-quality service.</li> <li>Assessments and interventions carried out in accordance with the policy</li> </ul>

<ul style="list-style-type: none"> <li>• Demonstrate the ability to select appropriate therapeutic techniques and interventions with service user.</li> <li>• Demonstrate the ability to formulate goals in conjunction with the service user.</li> <li>• Demonstrate the ability to carry out effective discharge planning.</li> <li>• Demonstrate the ability to work with service user/carers with diverse needs.</li> <li>• Work across health and social care boundaries.</li> <li>• Develop, implement and co-ordinate a range of group work and individual work.</li> <li>• Prioritise caseload allocation as necessary and delegate to support staff.</li> </ul>	<p>and Professional Code of Conduct</p> <ul style="list-style-type: none"> <li>• Discharge protocols are followed</li> </ul>
<b>Dimensions</b>	
Ensure provision of a high-quality Occupational Therapy service for service users referred to the Local Mental Health Team. Working closely with colleagues and a range of community agencies and resources. Liaise effectively with other OT colleagues.	
<b>Safeguarding</b>	
All employees are responsible for taking all reasonable measures to ensure that the risks of harm to children and vulnerable adults are minimised. They should take all appropriate actions to address concerns, working to agreed local policies and procedures including the guidance on Safeguarding, in partnership with other relevant agencies. This includes accessing appropriate training, advice, and support.	
<b>Disclosure and Barring Services</b>	
Where this post relates to the types of work, activity, employment, or profession as set out in The Exceptions Order made under the Rehabilitation of Offender Act 1974; the post will be subject to a DBS Disclosure check at the point of recruitment and thereafter, as the Trust determines appropriate. The level of the check will be determined by the type of activities undertaken and the level of contact the post holder will have with children and/or adults in receipt of health services.	
<b>Infection Control</b>	
All employees of Nottinghamshire Healthcare NHS Foundation Trust have an individual responsibility to have knowledge of and employ the basic principles of infection prevention and control practice. All employees must comply with infection prevention and control mandatory training requirements specific to their role.	
<b>Equality and Diversity</b>	
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.	
<b>Sustainability and Net Zero – Supporting Our Green Plan</b>	

The Trust places great importance on reducing its carbon footprint and maximising the positive social, economic, and environmental outcomes of Trust actions and activities on its patients and the planet. It is the responsibility of all staff to support the delivery of the Trust's Green Plan and contribute to achieving Net Zero Carbon. This will include using energy and water efficiently, reducing the consumption of materials, reducing waste, and increasing recycling, printing less, reporting faults or heating/cooling concerns promptly and minimising travel.

#### **Data Quality Statement**

All staff of Nottinghamshire Healthcare NHS Foundation Trust have a responsibility for data quality, improved data quality leads to better decision-making across the Trust. The more high-quality data, the more confidence the organisation has in decisions. Good data decreases risk and can result in consistent improvements in results. Employees within data roles have a responsibility for inputting high quality data (accurate, valid, timely, complete) and for ensuring that high quality data is maintained.

#### **Communication**

The post holder will have excellent communication skills.

Provide and receive routine, at times complex information, which is often sensitive and requires tact and persuasive skills. Able to establish sufficient rapport with the service users to enable them to facilitate therapeutic experiences for the service user in order to further aid recovery, maximizing independence.

Communicate effectively with a wide range of colleagues and other agencies.

Maintain effective communication with the service user, carers, colleagues, and other agencies in order to provide effective clinical care.

Keep accurate record within the multi-disciplinary notes and to complete data in a timely manner.

Participate in team meetings, reviews and professional meetings as required.

Demonstrates a sensitive approach to service user and carers.

#### **Knowledge, Training and Experience**

Degree/Diploma in Occupational Therapy

Current HCPC Registration

OT assessment, intervention, and evaluation skills relevant to the clinical area.

Independent working skills.

Effective time management.

Able to establish and maintain effective communication.

Assimilation and utilise complex information.

Team and multi-disciplinary working skills.

Record keeping and report writing skills.

Risk assessment/management.

Working with a diverse service user group.

Knowledge of mental health.

Knowledge of recovery approaches to treatment.

Current OT interventions and practice models.

Government policies and legislation its effects on practice.

User involvement advocacy.

Group work skills.

#### **Analytical and Judgement Skills**

Knowledge of risk assessments

Ability to assess, plan and evaluate treatment.

<b>Planning and Organisational Skills</b>
Ability to prioritise own time and caseload.
<b>Physical Skills</b>
Keyboard skills. A combination of sitting, standing, walking with some requirements for light physical effort. Travelling to and from community visits.
<b>Responsibility for Patient/Client Care</b>
To manage a caseload of people who have experienced mental health problems who are referred for Occupational Therapy. To contribute to a high-quality Occupational Therapy service by carrying out assessments, goal setting, implementing, and evaluating individual intervention plans in conjunction with the multi-disciplinary team. To support service users to improve their level of function and quality of life under the supervision of a senior Occupational Therapist.
<b>Responsibility for Policy/Service Development</b>
The duties and responsibilities of the post will be undertaken in accordance with the policies, procedures, and practices of Notts Healthcare Trust. It is the post holder's responsibility to keep up to date with these policies and other policy documents. To implement policies in their own area and make recommendations regarding the formulation of local guidelines and procedures in conjunction with the senior Occupational Therapist.
<b>Responsibility for Financial and Physical Resources</b>
Personal duty of care.
<b>Responsibility for HR</b>
Demonstrates own continuing professional development and participate in trust appraisal scheme. Ensure all essential training is completed in a timely manner. Participate in supervision.
<b>Responsibility for Information Resources</b>
To use IT to create documents/reports. To keep accurate records within the multidisciplinary notes and to complete regular statistical returns as required.
<b>Responsibility for Research and Development</b>
To contribute to the evidence base for Occupational Therapy for service users with Adult Mental Health needs. To evaluate the quality of own work and make necessary improvements. To contribute in the monitoring and evaluation of service using appropriate audit tools.

To utilise available research in practice.

Monitor and review own practice against current research standards and benchmarks if necessary modify and improvement practice to ensure the highest possible standards are maintained.

#### **Freedom to Act**

Demonstrates ability to complete role under supervision of a senior occupational therapist.

Demonstrates the ability to select and use appropriate therapeutic techniques and interventions with the service user.

Demonstrates the ability to set goals collaboratively with the service user and multidisciplinary team.

Complies with the professional standards of the collage of occupational therapist, HCPC and Notts Healthcare.

#### **Physical Effort**

A combination of sitting, standing, walking with some requirements for light physical effort.

Driving/Travelling to and from community/home visits.

#### **Mental Effort**

Frequent concentration required whilst working with the service user, working pattern requires a high degree of concentration as daily routine is flexible-working alone in the community, attending meetings.

#### **Emotional Effort**

On a daily basis staff are required to concentrate to a high degree whilst providing therapeutic treatment sessions with service users who require a lot of support and encouragement to undertake therapy. It is emotionally demanding and challenging to continue daily trying to work therapeutically with people experiencing mental health problems, but equally rewarding. Staff frequently have to adapt plans and their approach to respond to the unpredictable needs and mental health states of the service user.

#### **Working Conditions**

The majority of the work is away from an office base in the service users home or in the community.

Car driver essential

Occasional exposure to verbally aggressive behaviour.

Exposure to challenging behaviour.

Possible exposure to unpleasant conditions.

#### **Organisation Chart**

Team Leader-OT Professional Lead  
Band 6 Senior OT  
**Band 5 OT-this post**

## Our promise to you

We will ensure that you are supported and lead in line with our Trust Values: **Trust**, **Honesty**, **Respect**, **Compassion** & **Teamwork**



Nottinghamshire Healthcare NHS Foundation Trust actively works to fulfil the seven elements of the NHS People Promise.

We will adhere to the promise and support all our colleagues, assuring that we are continuously striving to listen to colleagues, adapting accordingly and striving always to be the best place to work.



## Signatures

After reviewing the document, please sign to confirm agreement

Post holder:

Date:

Line Manager:

Date:

## EMPLOYEE SPECIFICATION FOR THE POST OF

Attribute	Essential	Weight	Desirable	Weight	How Identified
Values and Behaviours	<ul style="list-style-type: none"> <li>All colleagues are expected to demonstrate that they act in line with Nottinghamshire Healthcare NHS Foundation Trust Values: <b>Trust Honesty Respect Compassion Teamwork</b></li> <li>All colleagues are expected to demonstrate an understanding of and commitment to Equality, Diversity and Inclusion (EDI) and how it applies to their role. The Trust's expectations are highlighted within our EDI Policy, and associated EDI and Human Rights legislation</li> </ul>				<p>Application &amp; Interview</p> <p>Application &amp; Interview</p>
Physical Requirements	<ul style="list-style-type: none"> <li>Has the physical ability to perform the full range of duties</li> </ul>		<ul style="list-style-type: none"> <li></li> </ul>		Application form
Qualifications - Academic / Craft / Professional	Degree/diploma in Occupational Therapy HCPC registration.		<ul style="list-style-type: none"> <li></li> </ul>		Application form
Training	<ul style="list-style-type: none"> <li>Agreeable to appropriate training for the role.</li> </ul>		<ul style="list-style-type: none"> <li>Occupational Therapy Field work educator</li> </ul>		Interview

Attribute	Essential	Weight	Desirable	Weight	How Identified
Experience	<ul style="list-style-type: none"> <li>Experience of working in mental health</li> </ul>		<ul style="list-style-type: none"> <li>Work experience in community mental health</li> <li>Recovery focused practice</li> </ul>		Application form and interview
Knowledge	<ul style="list-style-type: none"> <li>Assessment and the OT process.</li> <li>Risk management</li> <li>Team working</li> </ul>		<ul style="list-style-type: none"> <li></li> </ul>		Application form and interview
Skills	<ul style="list-style-type: none"> <li>Occupational Therapy skills in relation to longer term and acute mental health</li> <li>Motivational skills</li> <li>Use of clinical supervision</li> <li>Time management</li> </ul>		<ul style="list-style-type: none"> <li></li> </ul>		Application form and interview
Contractual Requirements	<ul style="list-style-type: none"> <li>A UK driving license is required for this post and access to a vehicle for work purposes. Reasonable adjustment will be made for disabled individuals in line with the equality act 2010</li> </ul>		<ul style="list-style-type: none"> <li></li> </ul>		Application form

**PLEASE NOTE THAT ALL CRITERIA WILL BE SUBJECT TO REASONABLE ADJUSTMENTS WHERE THE APPLICANT HAS DECLARED A DISABILITY AS DESCRIBED IN THE EQUALITY ACT**