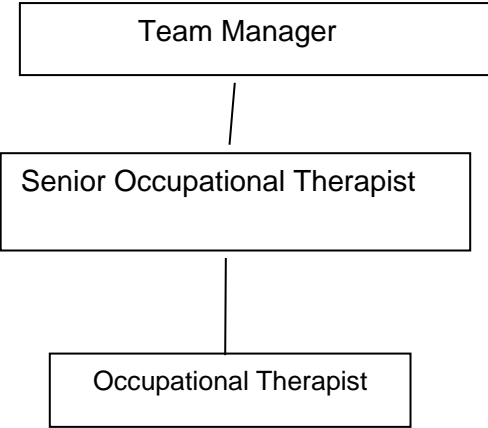


Job Description

Department:	Adult Social Care
Division/Section:	Occupational Therapy
Job Title:	Occupational Therapist
Post No:	010221, 010222 & 010223
Grade:	9
Reports to:	Team Manager Occupational Therapy
Organisation Chart: Show immediate manager and any jobs reporting to this post.	 <pre> graph TD TM[Team Manager] --- SOT[Senior Occupational Therapist] SOT --- OT[Occupational Therapist] </pre>
Does the post involve working in regulated or controlled activity with children or vulnerable adults? CRB Check applicable?	Regulated <input type="checkbox"/> Controlled <input type="checkbox"/> Neither <input type="checkbox"/> Standard <input type="checkbox"/> Enhanced <input checked="" type="checkbox"/> None <input type="checkbox"/>
	Is post exempt under the Rehabilitation of Offenders Act 1974 in respect of declaration of spent convictions? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Line Management responsibility for:	No. of direct reports: 1-2 Occupational Therapy support staff No. of indirect reports: None
Job Purpose:	The post holder will provide assessment and provision of Occupational Therapy interventions to adults and older people with physical and functional difficulties in the community resulting in the need for specialist housing adaptation, simple and complex equipment needs taking into account the needs of the client and their relatives and carers. Emphasis will be placed upon rehabilitation, health promotion, equipment and adaptations, etc where appropriate, while maintaining links with other members of the team and health care professionals. The post holder will work under the guidance of senior and lead practitioners within the team to gain best practice and consolidation of

	<p>knowledge.</p> <ul style="list-style-type: none"> • To perform a specialist Community Occupational Therapy role with disabled people with a range of health, social, psychological / psychosocial and housing needs and who have been referred through an 'open' referral system. • To assess the functional needs of disabled people, including those with variable conditions, physical and mental health conditions, chronic and terminal illness and learning disabilities, in the community. • To provide a specialist response for Occupational Therapy cases, formulating and implementing intervention plans aimed at reducing the impact of disability and ill health. • To manage a defined caseload of Occupational Therapy cases as an autonomous practitioner, evidencing problem solving and reasoning skills.
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Main Duties and Responsibilities:

<ul style="list-style-type: none"> • To use appropriate communication, reasoning, and negotiation skills to establish a therapeutic relationship with clients with a diversity of needs and their carers, and manage potential barriers to communication. • To carry out an initial contact assessment, through the OT duty system, with either the client, carer or other healthcare professional to establish eligibility for occupational therapy intervention using Fair Access to Care and other relevant procedures and policies relating to social care, health and housing organisations. To advise and support with supervision of Occupational Therapy Technical Instructors and Occupational Therapy Assistants participating in the OT duty role. • To use knowledge of medical and surgical conditions and their impact on functional ability to carry out and record comprehensive assessments of people with functional and specialist needs within the home environment taking into account the interaction between health, housing and social issues. • To perform occupational analysis and risk evaluation leading to the formulation of intervention options which reduce the consequences of disability and deteriorating conditions. • To identify and select, with the client and their carers, the most appropriate intervention options about rehabilitation, equipment and housing needs, which balance the interaction of risk, safety, client choice, independence, eligibility for services and cost effectiveness respecting their diversity and cultural needs. • To provide support and advice to Service users, their family and other carers on a wide range of specialist disability equipment. Arrange for the provision of equipment and obtain authorisation from the Professional Head of Service Occupational Therapy (or the Clinical & Management Lead OT) for non-standard equipment using professional judgements to ensure cost effectiveness, need and suitability, teaching and demonstrating use of equipment or other techniques to optimise the service users' functional ability and independence. • To independently manage a caseload of clients with a diversity of needs in accordance with the needs led assessment.

- To make recommendations for Disabled Facilities Grants and minor housing adaptations using a working knowledge of the principles of housing construction and design, technical plans and housing adaptations.
- To actively participate in critical response rota by carrying out urgent functional assessments in crisis situations.
- To liaise with health and social care professionals and other related statutory, private and voluntary organisations, providing written reports, recommendations and referrals as appropriate, to achieve the best care and outcome for the client.
- To progress the intervention to a satisfactory closure, undertaking reviews and evaluating outcomes.
- To identify unmet needs and gaps in service provision and highlight these to senior staff
- To maintain accurate and up to date records and documentation on the computer client database consistent with legal and organisational requirements
- To comply with all relevant community care, housing legislation, departmental policies and procedures and Health Promotion strategies.
- To develop a working knowledge of moving and handling legislation, best practice and associated equipment and its application to service users and their carers in relation to ergonomic and dynamic activities.
- To actively seek to increase professional knowledge and skills, particularly in the specialist areas of the accessible environment and housing for people with disabilities so that evidence based practice is incorporated into professional practice as appropriate.
- To maintain a high standard of clinical competence by personal study, attendance at appropriate training courses/CPD sessions, reflective practice and the constructive use of supervision using reflection, analysis and reasoning to ensure best practice and identify training needs.
- To maintain appropriate level of professional skills and knowledge through Continuing Professional Development to ensure continued eligibility for registration to practice adhering to and applying the Code of Ethics and Professional Conduct for Occupational Therapist/HPCP (College of Occupational Therapists 2010, HCPC 2008).
- To develop and maintain an agreed area of professional interest and act as a resource to other team members for this subject area, maintaining up to date resource material and accessing relevant external training (for example, Assistive Technology, Rehabilitation).
- To provide support, guidance, teaching and assist with clinical supervision of designated Occupational Therapy Technical Instructors, Occupational Therapy Assistants, new members of staff and OT Students.
- To contribute to the evaluation of the Service through use of audit, outcome measures and in-service research projects and where appropriate take a lead in implementing these.
- To contribute to OT policy and planning processes and participate in the evaluation of intervention techniques and products so that the service remains effective, efficient and appropriate within given resources, and actively support service improvements.

Generic Responsibilities:

To carry out all responsibilities with regard to the Council's Equalities Policy and Procedures and Customer Care Policy.

To comply with all Health & Safety at work requirements as laid down by the employer.

	The council is committed to safeguarding and promoting the welfare of children and vulnerable adults and expects all staff and volunteers to share this commitment.
Flexibility Clause:	Other duties and responsibilities express and implied which arise from the nature and character of the post within the department (or section) mentioned above or in a comparable post in any of the Organisation's other sections or departments.
Variation Clause:	<p>This is a description of the job as it is constituted at the date shown. It is the practice of this Authority to periodically examine job descriptions, update them and ensure that they relate to the job performed, or to incorporate any proposed changes. This procedure will be conducted by the appropriate manager in consultation with the postholder.</p> <p>In these circumstances it will be the aim to reach agreement on reasonable changes, but if agreement is not possible the Head of Service reserves the right to make changes to your job description following consultation.</p>

DATE:	19.08.2012	COMPLETED BY:	Jane Scott
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