# **Job Description**

Job Title: Occupational Therapist (Band 5)

Post code: NN16 0AP

Grade: I

## **Overall Purpose of the Job**

We are looking for an enthusiastic and highly motivated band 5 Occupational Therapy to join our North Northamptonshire Therapy Team. The role will be working across our Specialist moving and handling team and community Therapy team giving the successful candidate the opportunity to develop skills and knowledge within major and minor adaptations and complex moving and handling.

The applicant will be based in the North of the County and will work with people primarily with Physical disabilities. This is a great opportunity for a newly qualified Band 5 to gain valuable community experience with the opportunity for development and support from wider team.

**Main Accountabilities**

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| --- | --- |
| 1 | To carry out detailed functional assessments of daily living skills, identify  deficits and make appropriate recommendations to address them. |
| 2 | To offer specialist advice on lifestyle changes, coping strategies, to maximise independence and maintain function e.g. grading tasks to manage fatigue in COPD, joint protection for RA. |
| 3 | To prescribe standard equipment and minor adaptation work and delegate to Support Staff where appropriate for follow up. |
| 4 | To prescribe adaptations e.g. level access showers, stair lifts, under the supervision and guidance of a Senior 1 OT or Lead OT. |
| 5 | To assess for, trial and prescribe non-stock items of equipment from  specialist suppliers under the supervision of a Senior OT. |
| 6 | To participate in Moving and Handling risk assessments of clients in the community with Senior Occupational Therapy staff and contribute to outcomes. Contribute to completing the risk assessment documentation under the guidance of a Senior Occupational Therapist. |
| 7 | To alter and revise planned interventions as a result of changes in individuals levels of function or circumstances. |
| 8 | To prescribe equipment and adaptations at all times with reference to the legislation underpinning Community OT practice and local eligibility criteria to select the most cost effective method to safely meet assessed need. |
| 9 | To educate and advise clients, families and carers on aspects relevant to the Occupational Therapy intervention. |
| 10 | Work as a lone practitioner in clients homes under indirect supervision. |
| 11 | To demonstrate an awareness of complex issues relating to equality, diversity and individual rights and sensitive information relating to clients. To agree management of such cases in consultation with Senior OT Staff. |
| 12 | To gain consent or to persuade/motivate individuals to comply with  recommendations even where there is significant barrier to understanding e.g. deafness, depression, memory loss. |
| 13 | To refer individuals with consent, on to other appropriate agencies. |
| 14 | To work collaboratively with other agencies and provide factual and professionally presented reports to other agencies as required. |
| 15 | To ensure all communication is delivered in a timely and appropriate way using available media of e-mail, telephone, written and face-to-face |
| 16 | To develop skills in the management of a screened and allocated caseload,  prioritising tasks, collaborating with colleagues, coordinating leave and covering for sickness to ensure a fair delivery of service across the area. |
| 17 | To exercise good personal time management, punctuality and consistent reliable attendance. |
| 18 | To be familiar with and practice at all times within the relevant national legislation, professional standards of practice and organisational policies and procedures. |
| 19 | To contribute to the delivery of the clinical governance agenda and promotion of continuous improvement. |
| 20 | To maintain timely clinical records which are organised, factual, clear and accessible to any authorised person. |
| 21 | To contribute to service development by implementing agreed change within own practice. |
| 22 | To assist in measuring/evaluating the service and contribute towards continuous improvement e.g. by assisting in reviews/audits. |
| 23 | To engage in annual appraisal and the achievement of an agreed personal development plan. |
| 24 | To maintain a portfolio of CPD evidence which demonstrates the development and maintaining of OT skills relevant to the post. |
| 25 | To effectively use clinical supervision to reflect on practice, examine significant events and improve performance. |
| 26 | To be aware of own responsibility for self and others under the Health and  Safety at Work Act. To operate at all times within the organisational and  service health and safety rules. |
| 27 | To report all incidents and near misses to senior members of the team. |
| 28 | To ensure at all times that equipment and adaptations provided are fit for  purpose and the individual is safely able to use them. |
| 29 | To prescribe stock equipment from the Integrated Community equipment service catalogue. |
| 30 | To prepare clinically reasoned reports for non-stock specialist equipment  under supervision and guidance of Senior Occupational Therapy staff. |
| 31 | To prescribe minor adaptations. |
| 32 | To prescribe more costly adaptation work, e.g. stair lifts, under the guidance of a Senior/Lead OT. |

*To also carry out any other duties which fall within the broad spirit, scope and purpose of this job description and which are commensurate with the grade of the post.*

### **Safeguarding commitment**

We are committed to safeguarding and promoting the welfare of children and young people/vulnerable adults. We require you to understand and demonstrate this commitment.

# **Person Specification**

## **Qualifications, knowledge, skills and experience**

### Minimum level of qualifications required for this job;

| **Qualification Required** | **Essential/Desirable** |
| --- | --- |
| Degree/Diploma in Occupational Therapy. | Essential |
| HPC Registration. | Essential |
| CRB clearance-enhanced. | Essential |
| Basic computer skills-the ability to use e-mail, search for data from a database etc. | Essential |
| Evidence of ongoing Continuing Professional Development – CPD Portfolio. | Desirable |

### Minimum levels of knowledge, skills and experience required for this job

| **Knowledge Required** | **Essential/Desirable** |
| --- | --- |
| Relevant experience of assessment and treatment of adults with chronic and deteriorating physical conditions. Gained through student placement or previous work experience. | Essential |
| Knowledge of the symptoms, disease process and likely prognosis of a basic range of physical conditions including  arthritis, problems associated with ageing etc. | Essential |
| Awareness of a basic range of assistive equipment and minor adaptation work. e.g. bathing equipment, grab rails etc. | Essential |
| Experience of problems associated with more specialist physical conditions e.g. MS, MND. | Desirable |
| Basic knowledge of building terminology and ability to read  architects plans. | Desirable |
| Knowledge of the legislative framework which informs Community OT practice. e.g. CSDP act, Housing legislation etc. | Desirable |

| **Skills Required** | **Essential/Desirable** |
| --- | --- |
| Ability to prioritise and manage a screened caseload under direct and regular supervision from a Senior 1/Lead OT. | Essential |
| Excellent written and verbal communication skills, excellent  interpersonal skills and an awareness of complex and sensitive issues with consideration for equality/diversity/rights etc. | Essential |
| Ability to recognise gaps in own knowledge and skills and to negotiate ways to address these via appraisal and CPD. | Essential |
| Evidence of relevant CPD activity. | Essential |
| Car driver with a full drivers licence, access to a vehicle or suitable transport during working hours. | Essential |
| Awareness of collaborative working across/between agencies to achieve outcomes for individuals. e.g. discharge, rehousing etc. | Desirable |
| Knowledge of the roles within the Adult Social Care team and collaborating organisations. | Desirable |

| **Experience Required** | **Essential/Desirable** |
| --- | --- |
| Proven experience and knowledge of the customer group sufficient to lead, direct and train staff | Essential |
| Student placement or previous work experience of working with individuals with physical need. | Essential |
| Including recent experience of OT delivered within an adult/community setting. | Desirable |
| Experience of working with and  delegating to OT Support staff. | Desirable |

| **Safeguarding** | **Essential/Desirable** |
| --- | --- |
| Demonstrate an understanding of the safe working practices that apply to this role. | Essential |
| Ability to work in a way that promotes the safety and well-being of children and young people/vulnerable adults. | Essential |

## **Disclosure Level**

| What disclosure level is required for this post? | None | Standard | Enhanced | **Enhanced with barred list checks** |
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## **Work Type**

| What work type does this role fit into? | Fixed | **Flexible** | Field | Home |
| --- | --- | --- | --- | --- |