

Job Description

Job Title:	Occupational Therapist (OT) Specialist Practitioner Neighbourhood Team
Band:	6
Responsible to:	Advanced Practitioner/ Neighbourhood Team Manager
Department:	Community
Directorate:	Older People and Adult Community

Our Values

	Behaviour	How we will demonstrate this behaviour
Professionalism	We will maintain the highest standards and develop ourselves and others	By demonstrating compassion and showing care, honesty and flexibility
Respect	We will create positive relationships	By being kind, open and collaborative
Innovation	We are forward thinking, research focused and effective	By using evidence to shape the way we work
Dignity	We will treat you as an individual	By taking the time to hear, listen and understand
Empowerment	We will support you	By enabling you to make effective, informed decisions and to build your resilience and independence

Job Purpose

- To work as an autonomous practitioner within the integrated multi-professional team, neighbourhood teams.
- To be responsible for own caseload and undertake assessment of patients with complex and multiple pathologies using specialist clinical reasoning skills.
- To identify patient needs, agree goals and provide appropriate therapy interventions, provide adaptive equipment, rehabilitation programmes, and make recommendations for minor and major adaptations in line with current legislation.
- To keep the patient at the centre of care, ensuring patient and carer participation in decision making.
- To provide support and education to peers, new staff non-registered staff and

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students.

- To supervise junior staff and students, overseeing patient intervention and ensure that Assistant Practitioners and Integrated Care Workers deliver high quality patient care.
- To be actively involved in teaching and supporting Assistant Practitioners and Integrated Care Workers to achieve competencies.
- To be accountable for a delegated caseload held by Integrated Care Workers and Assistant Practitioners.
- To prioritise all referrals according to clinical need and to allocate or signpost appropriately.
- To provide a high standard of care.
- To work in various community settings, this includes lone working, with access to Advanced Practitioners when required.

Key Responsibilities

Clinical / Service Specific

1. To be professionally and legally accountable for all aspects for your own and delegated work.
2. To work within codes of practice and professional guidelines.
3. To undertake holistic assessment (including those with complex presentations and multi pathologies) making use of specialist clinical reasoning skills.
4. To use evidence-based practice, to ensure clinical care is effective and appropriate.
5. To promote independence and wherever possible to avoid hospital admission and reduce inpatient length of stay to ensure those patients receive the appropriate care in the most appropriate setting.
6. Organise and manage own time, delegating work appropriately.
7. Conduct risk assessments and health and safety assessments and including immediately reporting any changes/newly identified risks.
8. To demonstrate the importance of gaining patient and carer consent in all interventions.
9. To effectively communicate verbally with patients, carers and colleagues using tact and persuasive skills. This may involve using skills where patients have difficulties in communication, e.g. hearing loss, diminished sight, depression, speech problems, cognitive impairment, behavioural problems and pain.
10. To actively manage positive relationships with other agencies involved in the patients pathway e.g. home improvement agencies, company reps
11. Actively involved in the development of the service/organisational aims and objectives of the Neighbourhood Teams and the new model of care.
12. To work effectively within the neighbourhood team structure and liaise appropriately with members of the MDT and other agencies by attending MDT meetings, case reviews.
13. To ensure that accurate and timely written records are kept which comply with the Trust policy and HCPC guidance, reporting on any issues as appropriate.
14. To provide specialist advice to all members of the multi-disciplinary team, service users and appropriate others, of changes involving current care plans, patients progress and other relevant matters that pertain to the care of the patient.
15. To work within Trust and COT guidelines and to have a good working knowledge of national and local standards of practice in line with legal and operational

requirements.

16. To demonstrate a good understanding of Social Services and Health legislation.
17. To participate in and contribute to the specialist housing and adaptation panel.
18. To support the Advanced Practitioner with day to day planning and delivery of a high quality care.

Research & Service Evaluation

- Participate in the development of annual audit plans for the neighbourhood teams and annual staff and patient surveys

Information Technology

- Maintain confidentiality in accordance with the Data Protection Act
- To ensure that accurate and timely written records are kept on Systmone which comply with the Trust policy and COT guidance, reporting on any issues as appropriate
- To ensure that all patient care is documented on to Systmone and that all face to face activity is documented

Financial Responsibility

- All staff will support their managers to make efficient and effective use of resources.
- All staff must ensure they use resources in a manner consistent with organisational objectives and policies, ensuring that resources are realistic, justified and of clear benefit to the organisation.

Training & Development

- To participate in regular supervision in accordance with good practice guidelines and Trust policy.
- To participate in the Trust's annual Appraisal process.
- To attend all relevant mandatory training as and when required to do so.

Quality & Patient Safety

- Protection of Children & Vulnerable Adults – To promote and safeguard the welfare of children, young people and vulnerable adults.
- Implementation of NICE guidance and other statutory / best practice guidelines. (if appropriate)
- Infection Control - To be responsible for the prevention and control of infection.
- Incident reporting - To report any incidents of harm or near miss in line with the Trust's incident reporting policy ensuring appropriate actions are taken to reduce the risk of reoccurrence.

- To contribute to the identification, management and reduction of risk in the area of responsibility.
- To ensure day to day practice reflects the highest standards of governance, clinical effectiveness, safety and patient experience.
- To ensure monitoring of quality and compliance with standards is demonstrable within the service on an ongoing basis.
- To be aware of the responsibility of all employees to maintain a safe and healthy environment for patients/ clients, visitors and staff.

General

- To maintain up to date knowledge of legislation, national and local policies and issues in relation to both the specific client group and mental health.
- To comply with the Professional Codes of Conduct and to be aware of changes in these. To maintain up to date knowledge of all relevant legislation and local policies and procedures implementing this.
- To ensure that all duties are carried out to the highest standard and in accordance with currently quality initiatives within the work area.
- To comply with all relevant Trust policies, procedures and guidelines, including those relating to Equal Opportunities, Health and Safety and Confidentiality of Information and to be aware of any changes in these.
- To comply at all times with the Trust's Information Governance related policies. Staffs are required to respect the confidentiality of information about staff, patients and Trust business and in particular the confidentiality and security of personal identifiable information in line with the Data Protection Act. All staff are responsible for ensuring that any data created by them is timely, comprehensive, accurate, and fit for the purposes for which it is intended.

Equality & Diversity

The Trust is committed to equality and diversity and works hard to make sure all staff and service users have access to an environment that is open and a free from discrimination. As a Trust we value the diversity of our staff and service users, and therefore recognise and appreciate that everyone associated with the Trust is different and so should be treated in ways that are consistent with their needs and preferences.

Therefore all staff are required to be aware of the Trust's Equality and Diversity Policy and the commitments and responsibilities the Trust has to:

- Eliminate unlawful discrimination, harassment and victimisation and other conduct prohibited by the Act.
- Advance equality of opportunity between people who share a protected characteristic and those who do not.
- Foster good relations between people who share a protected characteristic and those who do not.

We firmly believe that it makes good business sense to have a workforce representative of the communities we serve and so encourage applications from all sections of the community.

To be noted:

- This is not an exhaustive list of duties and responsibilities, and the post holder may be required to undertake other duties, which fall within the grade of the job, in discussion with the manager.
- This job description will be reviewed regularly in the light of changing service requirements and any such changes will be discussed with the post holder.
- This post is subject to the Rehabilitation of Offenders Act 1974 (Exemption Order 1975) and as such it will be necessary for a submission for disclosure to be made to the Criminal Records Bureau to check for previous criminal convictions. The Trust is committed to the fair treatment of its staff, potential staff or users in line with its Equal Opportunities Policy and policy statement on the recruitment of ex-offenders.

Person Specification

Job Title:	OT Specialist Practitioner Neighbourhood Team
Band:	6
Responsible to:	Advanced Practitioner/ Neighbourhood Team Manager
Department:	Older People and Adult Community

Criteria	Essential	Desirable
Education / Qualifications	<ul style="list-style-type: none"> Degree or equivalent, e.g. BSc, MSc or Diploma entry level qualification into the OT profession. Current HCPC registration Documented evidence of own continuing professional development. Willingness to undertake Fieldwork/ Practice Educator qualification 	<ul style="list-style-type: none"> Member of COT Fieldwork/ Practice Educator qualification
Experience	<ul style="list-style-type: none"> Relevant post-graduate clinical experience in a variety of settings. Experience and knowledge of housing legislation, minor and major adaptations or willingness to train in this area. Clinical supervisor 	<ul style="list-style-type: none"> Community experience Equipment provision
Skills & Abilities	<ul style="list-style-type: none"> Able to demonstrate commitment to high quality care and service provision. Ability to work flexibly as part of a team. Good communicating skills. Good report writing. 	<ul style="list-style-type: none"> Understanding of clinical supervision.

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	<ul style="list-style-type: none"> • Able to assess, plan and implement care. • Support integrated care workers. • Standard keyboard skills and ability to communicate through IT using packages such as word. • Time management and prioritisation skills. 	
Knowledge & Understanding	<ul style="list-style-type: none"> • Accepts responsibility and accountability for own work and can define the responsibilities of others • Recognises the limits of own authority within the role • Seeks and uses professional support appropriately • Understands the principle of confidentiality • Demonstrates professional curiosity • Responsible for maintaining registration with HCPC and/or other professional bodies • Knowledge of relevant outcome measures 	<ul style="list-style-type: none"> • Systemone
Physical Requirements	<p>The ability to:</p> <ul style="list-style-type: none"> • Kneel, bend and stoop, and work in cramped environments. • Move and manoeuvre people and equipment. • Manoeuvre patients using moving and handling aids. • Travel around work base locality. 	
Other	<ul style="list-style-type: none"> • Demonstrates empathy for the concerns of others • Listens to and understands directly and indirectly expressed feelings • Manages strong emotions and responds constructively to the source of problems • Shows respect for others' feelings, views and 	

	<p>circumstances</p> <ul style="list-style-type: none"> • In highly stressful situations keeps own feelings in check, takes constructive action and calms others down. • Has a range of mechanisms for dealing with stress, can recognise when to use them and does so • Positive approach to older people • Recognise peoples right to privacy and dignity, treating every person with respect • Willingness to embrace integrated model and new ways of working 	
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The Trust is committed to safeguarding and promoting the welfare of children, young people and vulnerable adults and expects all staff and volunteers to share this commitment. The Trust believes in treating everyone with dignity and respect and encourages applications from all sectors of the community. We guarantee an interview to candidates with disabilities who meet the minimum essential criteria.