

All staff uphold and promote our Trust vision and values

Our Vision

We put our patients, their families and carers at the centre of our vision:



Our Values

Innovative	<i>We seek new ideas and adopt best practice to improve our services</i>
Caring	<i>We show kindness and consideration for others</i>
Agile	<i>We deal with new situations quickly</i>

JOB DESCRIPTION

Job title: Highly Specialist Occupational Therapist Health/ EHCP

Band: Band 7

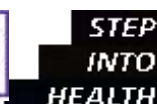
Location / Work Base: Hertfordshire

Business Unit / Department: CYP Therapies

Reporting to: Operational Manager/Clinical Quality Lead

JOB PURPOSE SUMMARY:

- Working as an autonomous practitioner, providing a highly specialist Occupational Therapy assessment, intervention, and advice service for children & young people (CYP). Ensuring a high standard is maintained throughout clinical practice.
- Working within health and education settings, including special schools and colleges, and in family homes. You may also visit other services such as the Wheelchair Clinic.
- To work within a multidisciplinary team, working with other health, education, and social care professionals, and to prepare reports, e.g. for safeguarding and review meetings with parental consent and in accordance with data protection regulations.
- To contribute to the development of the OT service within an area of specialism and take a lead in service development, including quality improvement projects.
- To represent the service in Special Educational Needs and Disability (SEND) tribunal cases as required, providing specialist and evidence-based recommendations to meet the child's needs working in close collaboration with colleagues in health and education.
- To contribute to the development of workshop/training packages for parents/carers and the wider CYP workforce, to enable the use of self-management strategies.



- To supervise, train and develop junior staff and student occupational therapists, demonstrating effective leadership and management skills.

RESPONSIBILITIES / ACCOUNTABILITIES:

- To undertake specialist standardised and non-standardised occupational therapy assessments to evaluate occupational performance and analyse these results, to identify the clinical needs of the child.
- To assess for and recommend appropriate equipment, to monitor and adjust equipment and to demonstrate it's correct use to parents, carers and school staff.
- To manage own caseload independently, requiring a wide breadth of specialist knowledge across a wide range of techniques and adaptations which are used to plan specific and highly individualised therapy plans & recommendations.
- To work with the child, their parents/carers and others involved in the child's care to prioritise intervention aims for the child, including those with complex difficulties and/or life limiting conditions.
- To use evidence-based practice and sound clinical reasoning skills to monitor and evaluate occupational therapy intervention in order to measure progress, ensure effectiveness of intervention and to adapt the intervention approach and method of delivery accordingly.
- To identify changing clinical needs, set "SMART" targets and discharge children as indicated by the CYP progress and in line with the agreed service delivery criteria.
- Support in the delivery of all aspects of the Occupational Therapy service within the scope of role, including the universal, targeted and specialist offer.

Operational

- Work in partnership with other agencies in order to meet local and national objectives as agreed with Commissioners.
- To ensure comprehensive and timely transfer of care to another member of the OT team when required.
- To be responsible for equipment used in carrying out duties and to adhere to the departmental equipment policy, including competence to use equipment and to ensure the safe use of equipment by others through teaching, training and supervision of practice.
- Maintain an in-depth knowledge of relevant legislation and policy.
- Responsible for own practice and accountable for all aspects of OT intervention and care delivered to the CYP.
- Accurately maintains own clinical records according to OT professional registration bodies, HCPC guidelines, service and HCT standards.



Strategic Management

- Participates in the on-going review of therapy pathways in area of specialism, ensuring that services are flexible, responsive, effective, and informed by best practice.
- Has responsibility for providing Service Manager, Operational Manager, and Clinical Quality Leads with information which contributes to planning and policy development for the Service and HCT.
- Uses research and outcome measures to contribute to the development of policies and procedures.
- Advises Service Manager, Operational Manager, and Clinical Quality Leads of prioritised needs for specific care groups in the locality and more widely.
- Contributes to the evaluation of services provided and informs Service Manager, Operational Manager, Clinical Quality Leads and Team Leads of need for service changes.

Service Development and Improvement

- To support in the day-to-day running of the service and to take an active role in service development.
- To comply with organisational and departmental policies and to be involved in reviewing and updating these as appropriate in liaison with the Service Manager.
- To act as a resource within HCT concerning current development within the service, taking forward initiatives to share best practice, acting as a clinical role model within the team by demonstrating high levels of clinical practice.
- Contributes to and demonstrates participation in the development of audit, evidence-based practice, clinical governance activity and research where appropriate.
- Contributes to the research of others by collecting and contributing data as requested.
- To contribute to the review and updating of policies and procedures relating to assessment and management within area of specialism.
- Assess, report, and manage any risk, clinical and non-clinical, in line with Risk Management Policy.
- To contribute clinical evidence to facilitate the development of service guidelines.

Management and Leadership

- Uses highly specialist skills to participate and contribute to team planning meetings both within OT and as part of a multi-agency team.
- Responsible for planning, implementation, and evaluation of specialist interventions, including training offer, group and individual therapy.
- Contributes to the development of therapy protocols and pathways for area of own speciality in conjunction with Team Leads and Clinical Quality Leads.
- Ensure data is collected and reported to the senior management team within agreed timeframe such as CQC evidence, patient experience feedback, outcomes etc.



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- Participate in the recruitment, selection and interview process
- Provide line management and supervisory support to more junior staff.

Communication and Relationship Building

- To demonstrate advanced communication skills with CYP, their families/carers, professionals and other stakeholders. This includes being able to use appropriate forms of communication, adapting communication style and being able to share distressing/difficult information.
- To network and liaise with other professionals involved in and to support the specialist provisions of occupational therapy.
- To maintain a high standard of clinical documentation within agreed guidelines. Ensure that team members have a clear understanding of HCT record keeping policy.
- To actively promote the role of the OT service.
- Support the service in responding promptly, calmly and clearly to queries and concerns raised by service users, parents/carers and professionals.

Information Management

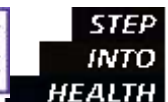
- Maintain confidentiality and manage information sensitively within Information Governance Framework.
- Collects data required for a range of purposes on a regular basis and provides this within the identified time frame.
- Participates in the evaluation of data against agreed targets and outcomes.
- Produces presentations using relevant computer software and additional resources when required.
- Takes responsibility for own contribution to referrals and reports.

Finance and Resource Management

- Looks after all equipment and resources used and highlights when replacements or upgrades are required.
- Work with the Service Manager, Operational Manager, Clinical Quality Leads and Team Leads to identify cost efficiencies taking responsibility for implementing aspects of any cost improvement plan as delegated to them.

General

- Participate in the supervision and appraisal process.
- Takes responsibility for own continuous professional development, maintaining a sound level of professional knowledge and competence in line with agreed Personal Development Plan, embed learning into practice.
- To ensure attendance at all required (mandatory) training.



- Attend regularly and participate actively in Clinical/Professional Supervision in line with HCT Policy
- To maintain current HCPC registration and ideally registration with the Royal College of Occupational Therapists (RCOT).
- To adhere to and comply with the Code of Ethics and Professional Conduct for HCPC and the Royal College of Occupational Therapists (RCOT).
- Evaluates own performance by reflection and the use of outcome measures to maintain clinical effectiveness and identify areas for development.
- To manage own time and priorities autonomously.
- To work at all times within an equal opportunities and equal access framework that promotes anti-racism, equal opportunities and the development of ethically and culturally appropriate services within the local community.

CANDIDATE REQUIREMENTS:

- Degree in Occupational Therapy with HCPC registration, experience and highly specialist knowledge in paediatric Occupational Therapy
- Continued Professional Development evidenced by attendance at postgraduate courses to maintain and develop own specialist knowledge and expertise
- Registered member of Royal College of Occupational Therapy and CYPF specialist section
- Supervision/Clinical Educators Course attendance
- Ability to uphold the Trust's values
- Eligible to live and work in the UK
- Hold a full, valid, UK driving licence and have access to a car to use for business purposes (unless you have a disability as defined by the Equality Act 2010)
- Experience and evidence of engagement around Equality, Diversity and Inclusion issues in relation to policy, service development and service delivery in respect of both services to users and the management of staff
- Ability to use electronic recording systems and willingness to develop skills to use patient electronic patient record
- Knowledge of current national safeguarding procedures
- Evidence of involvement in service policy development in area of specialism
- Experience of working with different professional disciplines and agencies
- Experience in developing and delivering specialist training
- Evidence of in-depth experience in specialist area including active networking with other specialists regionally and nationally
- In depth and expert knowledge of a range of appropriate therapeutic interventions (relevant to the client group)
- In-depth knowledge of assessment tools relevant to the client group
- Understanding of the principles of clinical governance/audit
- Understanding of the roles of other professionals (relevant to the client group)
- Experience of clinical supervision to wide range of staff in area of specialism



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11-1000 for every 100 jobs



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- Knowledge of NHS, Education and Social Care Policy and directives where these impact on area of specialism or service delivery
- High level clinical skills for the assessment and provision of equipment
- Experience of advising/providing second opinions
- Experience of developing case management skills in less experienced staff
- Effective problem-solving and organisational skills
- Computer literate including use of Excel spreadsheets, databases and PowerPoint, Word
- Ability to work flexibly to meet deadlines and work under pressure
- Ability to inspire and motivate
- Ability to handle high workloads and to prioritise
- Ability to impart unwelcome news
- Excellent time and self-management skills
- To be able to recognise conflict and generate solutions when dealing with highly complex and sensitive issues
- Excellent group presentation skills both written and verbal, including the use of IT systems
- Demonstrates the ability to maintain effective functioning when working with difficult situations and people
- Good organisation and prioritisation skills
- Specialist technical skills relevant to the specialist area of practice acquired through advanced training and significant experience
- Excellent interpersonal skills including observation, listening and empathy skills
- General fitness that enables active participation in physical activities, play and manual handling, adjustment of postural equipment, to fulfil job role

ADDITIONAL BENEFITS OF WORKING FOR HCT:

We offer our staff a number of great benefits, wellbeing initiatives and lifestyle savings which can be easily accessed via our benefits and wellbeing portal.

For more detail, please read our 'HCT Benefits' document which is attached to our vacancy adverts.

SUPPLEMENTARY INFORMATION:

The Trust is committed to gold standard recruitment. In support of this, please read our 'Supplementary Information' document which is attached to our vacancy adverts.

