

Job Description

Post Title	Occupational Therapist
Band	Band 5/6 developmental post
Directorate	Central Manchester
Location/Base	Community Mental Health Teams Manchester
Responsible to	Team Manager
Accountable to	Team Manager

Job Summary/Purpose

The post holder will work alongside to support the band 6 occupational therapist in their role as recovery lead for the Community Mental Health Team in the community team.

With the support of the band 6 occupational therapist the post holder will carry out evidence based occupational and employment assessments and write up reports of a high standard, which highlight how biological sociological and psychological factors interact to create obstacles to the satisfactory participation of an individual service user in valued social roles.

With the support of the band 6 occupational therapist the post holder will make recommendations to and access support from appropriate professionals and agencies, or deliver Occupational Therapy interventions with the aim of gaining or restoring a balance of social roles for the individual.

The post holder will agree a job plan with the band 6 occupational therapist to ensure all the developmental aspects of the job description are integrated into day to day working and when agreed evaluated through evidence the post holder provides

Following achievement and demonstration of competencies required the post holder will be expected to accept a band 6 post in the community team.

Main Duties & Responsibilities

Heading	Duty/Responsibility
Developmental	<p>Undertake training and develop evidence based methods of communication to motivate and facilitate positive change</p> <p>Train in goal setting and outcome measures for this client group</p> <p>Undertake training experiences to develop skills and knowledge of evidence based interventions for the client group</p> <p>Supervise students and gain other experience in supervision methods</p> <p>When agreed provide evidence of competencies in assessment, formulation, goal setting, the delivery of evidence based interventions and use of goal attainment outcome measures for</p>

	<p>clients with complex presentations</p> <p>When agreed with the band 6 provide evidence of a high level of understanding in communication to clients with a range of communication styles to promote self-respect, positive regard and sense of empowerment and to engage and motivate.</p> <p>When agreed with the band 6 provide evidence of knowledge of a psychological model and ability to apply to enhance occupational performance</p> <p>In agreement with the band 6 demonstrate ability to write up detailed occupational and employment assessments and clear OT summary reports which include reference to assessments carried out and their location, a bio psycho social occupational formulation, intervention carried out and goals achieved</p> <p>Undertake training to become an accredited fieldwork educator</p> <p>Take on a band 6 position when and if achievement of the above competencies has been achieved</p>
Clinical	<p>With support from the band 6 Occupational Therapist carry out a range of occupational and employment assessments with people under the team with complex biological psychological and social barriers to function</p> <p>Support the band 6 to screen referrals to the recovery pathway and allocate as appropriate.</p> <p>Be aware of and practice within the relevant legislative clinical guidelines issued by local and national statutory bodies and be legally responsible and accountable for all aspects of work.</p> <p>Actively access and evaluate ongoing up to date Occupational therapy evidence based research to underpin, develop and inform clinical practice.</p> <p>Apply theoretical knowledge and understanding of psychology, sociology physical science and of the effects of disability on function to analyse the information gathered and develop a case formulation describing an individual's strengths and obstacles to occupational performance.</p>

	<p>With the support of the band 6 occupational therapist select appropriate interventions based on the case formulation order to support and develop the client valued roles</p> <p>Refer to other professions or services and monitor as appropriate</p> <p>Identify client goals collaboratively,</p> <p>Carry out interventions in environments most suitable to the therapy and the aim of social inclusion</p> <p>Advise relevant individuals and agencies in relation to the functional ability safety and risk issues regarding clients.</p> <p>With the support of the band 6 occupational therapist, evaluate and modify where necessary treatment and interventions to measure progress and ensure the effectiveness of the intervention in restoring socially valued roles and recovery of the individual.</p> <p>Contribute an occupational therapy perspective to ensure the safe and effective discharge of clients.</p> <p>Implement trust protocols for OT within the team in relation to standardised ADL and employment assessments with recommendations for intervention to relevant individuals including the Trust Accommodation Panel.</p> <p>With the support of the band 6, carry out and contribute to employment assessments and support to users of the service liaising with staff and external agencies at all times.</p> <p>Attend and actively offer an Occupational Therapy perspective and advice to service users and carers and within service meetings and external agencies in agreement with your line and professional managers</p> <p>Share information with other agencies as appropriate, and in accordance with Trust policies, in particular where there are risk indicators.</p> <p>Ensure continuity of care irrespective of the setting in which the service user resides – this will include liaising closely with inpatient facilities.</p> <p>Undertake client-centred work, which addresses individual need and advocate for clients where necessary</p> <p>Identify and carry out appropriate liaison and outreach work in partnership with other agencies to provide socially inclusive</p>
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	<p>opportunities for Service Users.</p> <p>Work collaboratively and flexibly in order to respond to the needs of Service Users.</p> <p>Work in a wide range of environments most appropriate to client need including the client's home, local area and other community resources.</p> <p>Attend and contribute to multi-disciplinary referral/allocation meetings</p> <p>Develop effective working relationships with service users and their families/carers to enhance the effects of proposed intervention strategies.</p>
Communication	<p>Establish positive and effective communication structures with users Carers, MDT team and other professionals and agencies</p> <p>With the support of the band 6 Occupational Therapist write up Occupational assessments with a case formulation and clear recommendations regarding the interventions and support needs of service users record and share effectively</p> <p>Maintain clear records and communicate plans effectively.</p> <p>In communication adhere to the standards set at a national and local level by the trust and the trust professional structure</p> <p>Promote Occupational Therapy role within the team and the trust as requested.</p> <p>Communicate and liaise with all appropriate individual panels, committees and organisations, in relation to client assessments, interventions and care packages</p> <p>Maintain up to date and accurate records, including risk assessment and crisis/contingency planning, in accordance with Trust and team policies.</p> <p>Maintain and protect at all times the confidential nature of clinical information, whether written or given verbally.</p> <p>Provide information for performance management purposes as requested by the Team Manager or Deputy Team Manager.</p>
Supervision	<p>Undertake formal supervision and participate in the Personal Development Review process of the Trust.</p>

	<p>Contribute to the planning, coordination and delivery of staff induction</p> <p>Contribute to the supervision of students</p>
Service Development	Contribute to the planning, development evaluation and audit of the recovery team.
Governance and Research	<p>Contribute to the development of evidence based practice.</p> <p>Contribute to research, audit and evaluation of Occupational therapy and Multi-disciplinary services.</p> <p>Implement evidence based and best practice.</p> <p>Apply national and local relevant acts policies and guidelines.</p>
Professional	<p>Adhere to the Royal College of Occupational Therapists code of ethics and professional conduct and other college guidelines for professional practice.</p> <p>Actively participate in Continuous Professional Development and maintain and develop a professional portfolio.</p> <p>Maintain registration with the Health Professions Council ensuring that statutory training is undertaken as directed.</p> <p>Maintain and use up to date knowledge of relevant research.</p> <p>Ensure that professional knowledge is up to date with current local and national developments in mental health services.</p> <p>Work within own professional code of conduct and the Trust's policies and procedures, to ensure safe and quality practice.</p>
Training	<p>Engage in training as identified in supervision and appraisal meetings.</p> <p>Participate in Occupational Therapy specific training to develop ongoing clinical practice.</p> <p>Identify and use opportunities to develop OT and generic skills.</p> <p>Participate in all Trust mandatory training.</p> <p>Provide fieldwork education for Occupational Therapy Students. Undertake training to attain fieldwork educator accreditation</p>

Trust Mandatory On-going Requirements - to be met by the candidate after commencing in post, these will not be assessed at the recruitment stage	<ul style="list-style-type: none"> • To undertake any other reasonable duty, when requested to do so by an appropriate Trust manager. • To understand and comply with all Trust policies, procedures, protocols and guidelines. • To understand the Trusts Strategic Goals and how you can support them. • To understand the need to safeguarding children and vulnerable adults and adhere to all principles in effective safeguarding. • To carry out all duties and responsibilities of the post in accordance with Equal Opportunities, Equality and Diversity and dignity in care/work policies and principles • To avoid unlawful discriminatory behaviour and actions when dealing with the colleagues, services users, members of the public and all stakeholders. • To access only information, where paper, electronic, or, in another media, which is authorised to you as part of the duties of your role. • Not to communicate to anyone or inside or outside the NHS, information relating to patients, services users, staff, contractors or any information of a commercially sensitive nature, unless done in the normal course of carrying out the duties of the post and with appropriate permission. • To maintain high standards of quality in corporate and clinical record keeping ensuring information is always recorded accurately, appropriately and kept up to date. • To ensure their day to day activities embrace sustainability and reduce the impact upon the environment by minimising waste and maximising recycling; saving energy; minimising water usage and reporting electrical faults, water leakages or other environmental concerns to the facilities department or their line manager. • Take reasonable care of the health and safety of yourself and other persons • To contribute to the control of risk and to report any incident, accident or near miss • To protect service users, visitors and employees against the risk of acquiring health care associated infections. • To take responsibility for your own learning and development by recognising and taking advantage of all opportunities to learn in line with appraisal and supervision.

Further Information for Post holder(s)

This job description is not exhaustive, but is intended to give an overall picture of the role. Other duties within the general scope of the post may be required from time to time. The duties of the post and job description can be reviewed through the agreed process. All information obtained or held during the post-holders period of employment that relates to the business of the Trust and its service users and

employees will remain the property of the Trust. Information may be subject to disclosure under legislation at the Trust's discretion and in line with national rules on exemption.

All Trust sites have been designated a no smoking area. The post holder is therefore advised smoking is not permitted within the hospital premises or grounds or whilst representing the Trust in the course of their duty. While the Trust will not discriminate against employing smokers, all prospective employees should be aware of this policy

Person Specification

Post Title	Occupational Therapist
Band	Band 5 developmental post
Directorate	North Central or South Manchester and Trafford division
Location/Base	Manchester location
Responsible to	Team Manager
Accountable to	Team Manager

Job Summary/Purpose

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Essential Criteria - The qualities without which a post holder could not be appointed.	Desirable Criteria - Extra qualities which can be used to choose between candidates who meet all the essential criteria	How Assessed – AP = Application form IN = Interview OA = Other Assessment
Education / Qualifications - to be able to complete the duties as laid out on the Job Description		
Degree in Occupational Therapy Registration with HPC	AMPS Training Model of Human Occupation training Care Programme Approach Training Equality Diversity Awareness Training	Application form and interview
Experience - to be able to complete the duties as laid out on the Job Description		
	Providing Occupational Therapy in a	Application form and

<p>Using a variety of Occupational vocational assessments</p> <p>Identifying barriers to goal achievement</p> <p>Planning and carrying out evidence based interventions</p> <p>Supporting clients to achieve their goals</p>	<p>mental health setting</p> <p>Personal experience of mental health issues</p> <p>Experience of working in a community setting.</p> <p>Experience of supervising support staff</p>	<p>interview</p>
Knowledge - to be able to complete the duties as laid out on the Job Description		
<p>Issues of and relating to mental illness</p> <p>Social inclusion and recovery models</p> <p>Evidence based Occupational Therapy assessments and interventions</p> <p>Mental health legislation</p> <p>Reflective practice</p> <p>Knowledge of local cultures, social diversity and an ability to work as an OT within this context</p>	<p>Standardised Assessments e.g. the assessment of Motor and process skills MOHO</p> <p>The social model of disability</p> <p>Knowledge of local cultures,</p> <p>Knowledge of relevant models of supervision</p>	<p>Application form and interview</p>
Skills and Abilities - to be able to complete the duties as laid out on the Job Description		
<p>To use a variety of Occupational assessments</p> <p>To plan and implement evidence based interventions aimed at achieving user goals</p> <p>To write records and reports</p> <p>To use effective communication skills</p> <p>To manage a caseload</p> <p>To work flexibly as an individual and team member,</p>	<p>Use of employment assessments</p>	<p>Application form and interview</p>

<p>To follow policies and procedures,</p> <p>Computer literacy</p> <p>To work independently and set priorities</p>		
Other Requirements - to be able to complete the duties as laid out on the Job Description		
Anti discriminatory attitudes		

The Trust will consider any reasonable adjustments to the recruitment and selection process and to employment for applicants who have protected characteristics under the Equality Act 2010.

Drawn up by: Jane Lee

Designation: Professional Lead for Occupational Therapy Manchester Services

Date: