

JOB DESCRIPTION

1. General Information

JOB TITLE:	Specialist Occupational Therapist
AREA OF SPECIALITY:	Rotational Nominated Specialties
GRADE:	Band 6
HOURS:	37.5 hours per week
PROFESSIONAL ACCOUNTABILITY:	Trust Head of Occupational Therapy
ACCOUNTABLE TO:	Director of Therapies

Guy's & St Thomas NHS Foundation Trust

Guy's and St Thomas' NHS Foundation Trust comprises five of the UK's best known hospitals – Guy's, St Thomas', Evelina London Children's Hospital, Royal Brompton and Harefield – as well as community services in Lambeth and Southwark, all with a long history of high quality care, clinical excellence, research and innovation.

We are among the UK's busiest, most successful foundation trusts. We provide specialist care for patients including heart and lung, cancer and renal services as well as a full range of local hospital and community services for people in Lambeth and Southwark.

We have a long tradition of clinical and scientific achievement and – as part of King's Health Partners – we are one of England's eight academic health sciences centres, bringing together world-class clinical services, teaching and research. We have one of the National Institute for Health Research's biomedical research centres, established with King's College London in 2007, as well as dedicated clinical research facilities.

Royal Brompton and Harefield hospitals joined Guy's and St Thomas' in February 2021 and is the largest specialist heart and lung centre in the UK and among the largest in Europe. We provide treatment for people with heart and lung disease, including rare and complex conditions, offering some of the most sophisticated treatment that is available anywhere in the world.

Our integrated approach to caring for patients from before birth, through childhood, adolescence and into adulthood and old age has been replicated around the world and has gained Royal Brompton and Harefield an international reputation as a leader in heart and lung diagnosis, treatment and research.

We are working in partnership with King's Health Partners, to deliver our vision of creating a new centre of excellence, which will be the global leader in the research into and treatment of heart and lung disease, in patients from pre-birth to old age.

We have around 22,700 staff, making us one of the largest NHS Trusts in the country and one of the biggest employers locally. We aim to reflect the diversity of the communities we serve and continue to

develop new and existing partnerships with local people, patients, neighbouring NHS organisations, local authorities and charitable bodies and GPs.

We strive to recruit and retain the best staff as the dedication and skills of our employees lie at the heart of our organisation and ensure that our services are of the highest quality, safe and focused on our patients.

Organisational Values:

Our **values** help us to define and develop our culture, **what we do** and **how we do it**. It is important that you understand and reflect these values throughout your employment with the Trust.

The post holder will:

- **Put patients first**
- **Take pride in what they do**
- **Respect others**
- **Strive to be the best**
- **Act with integrity**

Our [values and behaviours framework](#) describes what it means for every one of us in the Trust to put our values into action.

2. Job Summary

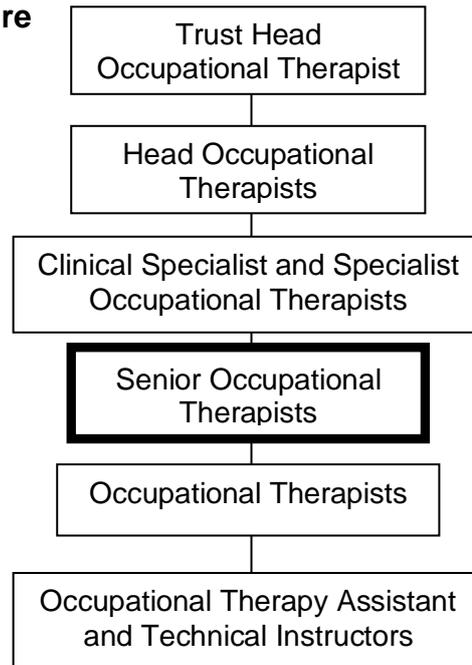
- To manage a specialist caseload of nominated clinical specialities within Inpatients and Outpatients based at Guy's and St. Thomas' Hospital Trust using clinical reasoning, critical thinking, reflection and analysis to support assessments using a client-centred approach and current evidence base to assess, treat, implement, evaluate and document Occupational Therapy interventions.
- Assessments and Therapeutic interventions may occur in the Occupational Therapy Department, wards and outpatients clinics.
- To be responsible for the assessment, treatment, implementation and documentation of Occupational Therapy interventions within head and neck and general oncology services
- To develop positive and collaborative working relationships across Health and Social Care.
- To be responsible for the maintenance and development of our CPD and continuous learning.
- To supervise and develop Junior Occupational Therapy Staff and assistants.
- To be responsible for the education of Occupational Therapy Students on Fieldwork Practice.

3. Rotational Positions:

- General Surgery/Vascular
- Vascular/Amputees
- Oncology
- Older Persons x 2
- Plastics and Hand Therapy

- OPAU (Older persons Assessment Unit) and Elective Orthopaedics
- Elective Orthopaedics x 2
- Stroke Rehabilitation
- Lane Fox
- STAT (Specialist therapy Assessment Team in A&E)
- Adult Trauma Orthopaedics x 2
- Medicine
- Adult Community various positions

3. Organisational Structure



4. Duties and Responsibilities

Clinical:

1. To be responsible for providing specialist individual client centred assessments within designated specialist rotations.
To address Occupational performance skills, patterns, context or contexts and activity demands in collaboration with patients and carers both in the hospital and patient's home environment
2. To undertake specialist multi-needs assessment using analysis and synthesis to develop individual goal and task orientated treatment plans in collaboration with patients, carers and colleagues.
3. To carry out physical and functional assessments and treatment using dexterity, co-ordination, manual and sensory skills to facilitate and promote functional independence.

4. Ensure reviews demonstrate ethical clinical reasoning and problem solving techniques to determine agreed outcomes across health and social care.
5. Accurately record all professional judgements and decisions taken, keeping records of plans in accordance with Occupational Therapy Policies.
6. To maintain high standards of patient care working within the Occupational Therapy Code of Conduct and Occupational Therapy Service Standards and Procedures.
7. To allocate appropriate patient related tasks and ongoing treatment to Occupational Therapy assistants and technical staff, reviewing and monitoring outcomes.
8. Undertake complex risk assessments to determine appropriate management specifically relating to moving and handling safe use of equipment pre-discharge access visits and home assessments ensuring safety for self and others during Occupational Therapy interventions both in hospital and the patient's home.
9. To be proactive in the monitoring, recording and reporting of changes in clinical practice which may influence Occupational Therapy Service delivery.
10. To use critical reflection and evidence of best practice to develop and enhance the patient and carer experience.
11. To demonstrate understanding and application of National guidelines and legislation relating to health and social care and their impact on Occupational Therapy practice.

Managerial

1. Develop and manage professional relationships identifying strategies for coping positively with any inter-professional tensions.
2. To be responsible for the clinical, professional development and day to day management of Junior Occupational Therapists and assistants.
3. Use supervision and professional development plans to promote own and others clinical effectiveness where appropriate.
To identify personal competency limitations in relation to clinical practice seeking advice and guidance through supervision structures.
4. To manage clinical workloads of self and others using effective strategies to prioritise referrals and resources on a day to day basis seeking guidance as appropriate.
5. To comply with statistical recording procedures and appreciate their value in service review and development.
6. To contribute to the delivery and development of the Occupational Therapy Service, Therapies Business Plans and Clinical Governance Strategy.
7. To develop leadership skills in the management of Occupational Therapy programmes, projects, supervision and Management/development of Junior staff.

Communication

1. To articulate and work to the value base and principles which underpin Occupational Therapy Practice.
2. Utilise formal and informal reporting mechanisms including electronic reporting to ensure effective communication across health and social care referral processes.
3. Use effective interpersonal skills to encourage patient and carers active participation in the Occupational Therapy Process.
Use verbal and non verbal communication to receive and disseminate complex clinical information in all therapeutic, educational programmes and professional contexts acknowledging sensitivity and utilising approaches appropriate to the complexity of the context or culture.
4. Facilitate patient and carer education sessions.
5. Maintain confidentiality consistent with Trust and Service Policies.
Act as an advocate on behalf of patients and carers by adopting a client centred approach to support meaningful participation in their life roles.
6. To utilise advanced communication skills acting as a prime educator of other professionals including Doctors, nurses, qualified and unqualified AHP's and students on own area of clinical expertise and on the role and scope of Occupational Therapy.

Professional Development

1. Maintain Professional status and keep knowledge and skills up to date by engaging in continuous professional development and lifelong learning. Actively participate in internal and external post registration education programmes. Use experience, published evidence base for practice, critical reflection and self-evaluation to enhance the contribution of Occupational Therapy with patients.
2. To develop and advance Clinical Reasoning skills and knowledge base required at Senior level.
3. Use supervision and performance development plans to promote clinical and personal effectiveness of self and others.
4. Share acquired knowledge and skills with colleagues to build and sustain professional relationships.

Research Audit and Quality

1. To demonstrate an ability to critically evaluate research/evidence from a wide range of sources applying findings to local practice.
2. To develop research skills contributing to departmental quality monitoring and audit programmes including participation in multi-professional and service led initiatives.

The post holder is required to follow Trust policies and procedures which are regularly updated including:

Confidentiality / Data Protection / Freedom of Information

Post holders must maintain the confidentiality of information about patients, staff and other health service business in accordance with the Data Protection Act of 1998. Post holders must not, without prior permission, disclose any information regarding patients or staff. If any member of staff has communicated any such information to an unauthorised person, those staff will be liable to disciplinary action up to and including dismissal. Moreover, the Data Protection Act 1998 also renders an individual liable for prosecution in the event of unauthorised disclosure of information.

Following the Freedom of Information Act (FOI) 2005, post holders must apply the Trust's FOI procedure if they receive a written request for information.

Information Governance

All staff must comply with information governance requirements. These includes statutory responsibilities (such as compliance with the Data Protection Act), following national guidance (such as the NHS Confidentiality Code of Practice) and compliance with local policies and procedures (such as the Trust's Confidentiality policy). Staff are responsible for any personal information (belonging to staff or patients) that they access and must ensure it is stored, processed and forwarded in a secure and appropriate manner.

Equal Opportunities

Post holders must at all times fulfil their responsibilities with regard to the Trust's Equal Opportunities Policy and equality laws.

Health and Safety

All post holders have a responsibility, under the Health and Safety at Work Act (1974) and subsequently published regulations, to ensure that the Trust's health and safety policies and procedures are complied with to maintain a safe working environment for patients, visitors and employees.

Infection Control

All post holders have a personal obligation to act to reduce healthcare-associated infections (HCAIs). They must attend mandatory training in Infection Control and be compliant with all measures required by the Trust to reduce HCAIs. **All post holders must comply with Trust infection screening and immunisation policies** as well as be familiar with the Trust's Infection Control Policies, including those that apply to their duties, such as Hand Decontamination Policy, Personal Protective Equipment Policy, safe procedures for using aseptic techniques and safe disposal of sharps.

Risk Management

All post holders have a responsibility to report risks such as clinical and non-clinical accidents or incidents promptly. They are expected to be familiar with the Trust's use of risk assessments to predict and control risk, as well as the incident reporting system for learning from mistakes and near misses in order to improve services. Post holders must also attend training identified by their manager, or stated by the Trust to be mandatory.

Flexible Working

As an organisation we are committed to developing our services in ways that best suit the needs of our patients. This means that some staff groups will increasingly be asked to work a more flexible shift pattern so that we can offer services in the evenings or at weekends.

Safeguarding children and vulnerable adults

Post holders have a general responsibility for safeguarding children and vulnerable adults in the course of their daily duties and for ensuring that they are aware of the specific duties relating to their role.

Sustainability

It is the responsibility of all staff to minimise the Trust's environmental impact by recycling wherever possible, switching off lights, computers monitors and equipment when not in use, minimising water usage and reporting faults promptly.

Smoking Policy

The Trust is committed to providing a healthy and safe environment for staff, patients and visitors. Staff are therefore not permitted to smoke on Trust property or in Trust vehicles

Review of this Job Description

This job description is intended as an outline of the general areas of activity and will be amended in the light of the changing needs of the organisation. To be reviewed in conjunction with the post holder.