

JOB DESCRIPTION

Band 5 Occupational Therapist - Acute Inpatient Services (PICU)

Reviewed June 2018

LINCOLNSHIRE PARTNERSHIP NHS FOUNDATION TRUST

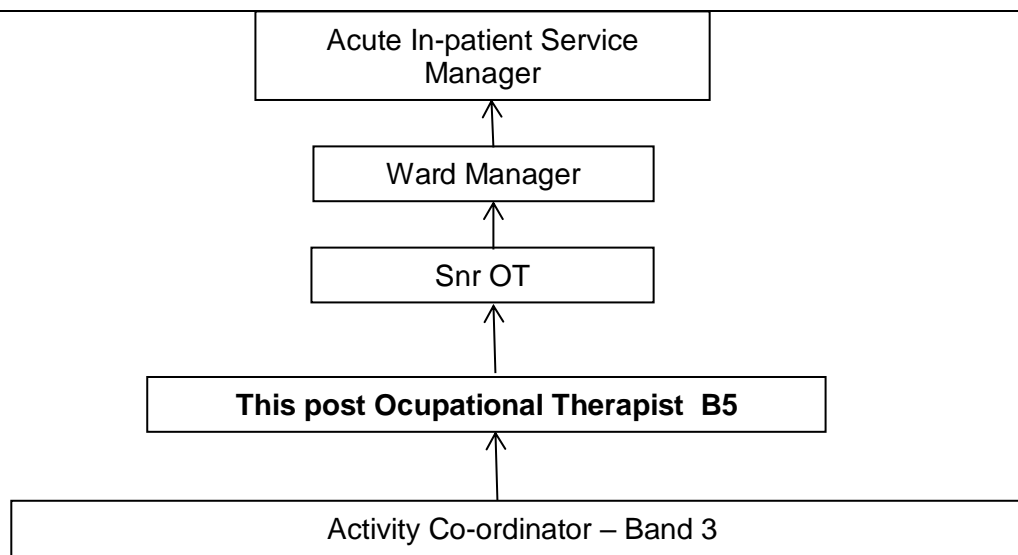
Job Description

1. Job Details
Job Title: Occupational Therapist .
Pay Band: 5 .
Reports to (Title): Ward Manager/ Senior OT .
Accountable to (Title): Ward Manager/ Senior OT
Location/Site/Base: In-patient Unit .

2. Job Purpose
<p>The post holder will be responsible for working on the acute mental health ward as a valued member of the wards multi-disciplinary team, undertaking specialist assessments of patients, developing appropriate treatment plans and interventions alongside the nursing team.</p> <p>To manage a defined caseload of clients with occupational needs as a result of an acute mental health episode, using evidence based, client centred, recovery, health promotion and relapse prevention orientated principles and practice.</p> <p>To carry out assessments, developing therapeutic groups and working 1-1 with patients using evidence based, client centred, recovery, health promotion and relapse prevention orientated principles and practice.</p> <p>The post holder will provide professional advice and support to other agencies and members of the multi-disciplinary team.</p>

3. Nature of the Service
<p>The team is responsible for the identification, assessment, care planning, implementation and review of the needs of service users. The Occupational Therapist works in partnership with carers, other members of the multi disciplinary team and community agencies to support Service Users who are under the care of the team due to an acute episode of illness.</p> <p>Working closely with those service users who are acutely mentally unwell and have a wide range of diagnosis. Inpatient services is a large sector and the Occupational therapists work flexible hours and across all areas of inpatient services.</p>

4. Organisation Chart



5. Duties

- To provide a high standard of clinical care ensuring safe and effective assessment, treatment and comprehensive discharge planning using highly developed clinical reasoning skills and appropriate assessment tools.
- To ensure the clinical caseload and clinical practice is of the highest standard of clinical care.
- To manage case-load and service delivery in accordance with and in order to contribute towards the attainment of Service/Trust productivity requirements.
- To ensuring up to date agreed care plans, risk assessments and reviews are in place.
- Work with individuals to assess their mental health, recognise mental illness and identify their related needs and circumstances; and enable them to understand, manage and where appropriate change their behaviour.
- Plan, implement, review and improve interventions to meet people's identified needs and manage their inherent risk.
- Provide OT specific assessment and interventions to individuals under the care of the PICU ward.
- Establish therapeutic relationships with service users; implement evidence based interventions in accordance with professional code of conduct, performance, ethics and standards of proficiency of registrant body (HCPC).
- Recommend adaptations to a service user's physical and social environment, assess for falls hazards and prescribe equipment where appropriate.
- Maintain the welfare and safety of clients and protect them from any form of abuse in accordance with safeguarding guidance.
- To attend Ward reviews/case conferences/professional meetings in collaboration with members of the multi-disciplinary team.
- Responsible for ensuring that carer's education, support and appropriate signposting is delivered
- Advocate for mental health promotion with an emphasis on the link between occupation and health to carers and other support networks.
- Enable individuals to develop independent living skills to enable them to live in the community.
- To work collaboratively and promote effective working relationships with members of the multi-disciplinary team, ensuring effective and appropriate clinical decision-making,
- Demonstrate a knowledge of information governance and the need to protect patient confidential information
- To maintain accurate and timely clinical records and to co-ordinate and monitor those of the team.

- To adhere to codes of professional conduct and ethics, plus associated legislation.
- To develop clinical practice having due regard to guidelines of the N.S.F for Mental Health, N.I.C.E. and N.I.M.H.E.
- To demonstrate empowering leadership skills within the Acute setting and seek opportunities in local and national area as to promote and develop the profession.
- To participate in Clinical Governance activities, including: induction, supervision, personal development review, health and safety, risk management and audit.
- To undertake specific project work or any other duties as negotiated with the inpatient Ward Manager and Senior OT.
- Develop effective and supportive links with other health and social care staff. To create networks that improve the pathway of care.
- Participate in all clinical governance and audit developments including post registration education, training and continuing professional development.
- Comply with and carry out safe practice in accordance with Trust policies and procedures, appropriate Codes of Conduct, the Mental Health Act (1983) and other relevant national and local guidance
- Participating in the setting of quality standards, including the auditing, monitoring and reviewing in line with current clinical guidance practice and policy.
- To engage in practice development and evaluative activity.

6. Skills Required for the Post

Communication and relationship skills

- Always act in a dignified and responsible manner with service users, carers and colleagues, using appropriate language and communication skills, which acknowledge barriers to understanding, cultural differences and diversity.
- To provide supportive and sensitive communication, written and verbal advice to patients, carers and staff, whilst demonstrating an understanding of the nature and effects of some information and of barriers to effective communication e .g, sensory or cognitive impairment and unrealistic expectations whilst being considerate of client confidentiality.
- Develop and maintain communication (sensitive, complex and contentious) with other teams, external agencies, in order to promote good client care.
- To confidently convey complex written and verbal information on both clinical and non-clinical issues and to support the development of these skills with individuals within the team.
- Act as an advocate, support service users through their admission both physically and psychologically to achieve expected outcomes, explaining care, treatment and associated risks (complex information)
- Provide and receive complex information where persuasive, motivational, negotiating, empathic and re-assurance skills are required to support service users through their acute period.
- Maintain strict confidentiality of complex and sensitive client information at all times.

Analytical and judgment skills

- Develop and complete risk assessments, analysing and deciding the most appropriate approach to implementing care plans, agreeing objectives with service users and carers.

Planning and organisational skills

- Organise and plan activities with service users, facilitating therapeutic and educational groups, adjusting own workload in response to prevailing circumstances.

Physical skills

- In order to manage risk – requirement to adhere to individual risk assessments.

7. Responsibilities of the Post Holder

Responsibilities for direct/indirect patient care

- Plan, implement, review and improve interventions to meet people's identified needs and manage their inherent risk.
- Contribute to ward reviews, supporting service users and carers to engage with services and contribute to their care.
- To screen all newly referred service users with acute mental health needs.
To provide effective supervision, support, and guidance for non-registered workers and any work delegated to them.

Responsibilities for policy and service development implementation

- Comply with and carry out safe practice in accordance with Trust policies and procedures, appropriate Codes of Conduct, the Mental Health Act (1983) and other relevant national and local guidance commenting on policies, procedures and developments as necessary.

Responsibilities for financial and physical resources

- Use safely in accordance with manufacturers guidance clinical equipment in the performance of their work to appropriate high standards of care.
- Ensure any stock and supplies are ordered as required.

Responsibilities for human resources (including training)

- To provide both formal and informal training, health promotion and advice to patients and carer/relatives regarding their mental health needs.
- To actively participate in the delivery of training opportunities for staff and students, including those from other teams and disciplines.
- To provide high quality practice placement education for students as detailed in departmental guidelines acting as mentor as required.
- To promote a learning environment and culture within the clinical team and wider service
- To participate in the preceptorship programme during the first post registration year in the NHS
- To identify own training and development needs and those of junior nursing staff, including the development of competencies and to attend key in-service courses and conferences as required
- To maintain own continuing professionals development and use reflective practice to evaluate and update current practice.

Responsibilities for information resources

- Record all self generated information within the service users clinical notes and/or using the Trust's clinical information system (Silverlink).

Responsibilities for research and development

- Participate in audit and research as required and contribute to quality improvement initiatives, policy review and practice development.

8. Freedom to Act

- Organise own time and prioritise service user care in accordance with need
- Act as an autonomous practitioner making decisions about service user care as appropriate with the nursing and wider multi-disciplinary team.
- Deputise, manage or take charge of the team in the absence of a Team Coordinator, as required ensuring resources are co-ordinated to deliver safe and effective care to service users

9. Effort & Environment

- **Physical effort**
In order to manage risk individuals will be Breakaway trained and also trained in the use of restrictive interventions.
- **Mental effort**
Concentration required for patient / client observations and interventions as well as dealing with unpredictable patient behaviour. Concentration when inputting patient data onto systems.
- **Emotional effort**
 - Frequent exposure to distressing or emotional circumstances relating to exposure to severe and challenging behaviours presented by service users with a mental disorder, including access to information about abuse, neglect and other trauma experienced.
 - Manage occasional difficult and highly distressing service user behaviour, including verbal and physical aggression, seeking support and assistance as required.
- **Working conditions**
 - Frequent exposure to unpleasant working conditions where there is exposure to bodily fluids, medication and lotions as well as potential substances controlled via COSHH regulations

10. Equality and Diversity

All staff through their behaviours and actions will ensure that our services and employment practices are respectful of individual needs and differences including those characteristics covered by the Equality Act 2010 (Age, Disability, Gender Reassignment, Marriage and Civil Partnership, Pregnancy and Maternity, Race, Religion and Belief, Sex and Sexual Orientation).

11. General

You must uphold the Trust's Purpose, Vision and Values:

Our Vision- To support people to live well in their communities.

<u>Values</u>	<u>Behaviours</u>
Compassion- Acting with kindness	Treating people with respect, showing empathy and a desire to be helpful. Paying attention to others and listening to them. Responding appropriately, being mindful of the language we use to do this.
Pride- Being passionate about what we do	Challenging poor practise. Being a patient and carer advocate. Recognising and praising good care.
Integrity- Leading by example	Doing what I say I am going to do. Being honest. Taking responsibility for my actions.
Valuing everybody- Using an inclusive	Supporting every person however different to me

approach	<p>to achieve their best. Challenging discrimination and supporting others to understand why it is everybody's business to do this. Recognising and challenging my own assumptions.</p>
Innovation- Aspiring for excellence in all we do	<p>Using service improvement methodology. Learning with people who use our services, research, best practise and evidence. Sharing the learning internally and contributing to research where relevant.</p>
Collaboration- Listening to each other and working together	<p>Working in partnership to promote recovery, supporting and encouraging independence. Working as one team. Valuing lived experience as an equal partnership.</p>
<p>In addition you must:</p> <ul style="list-style-type: none"> • Highlight concerns in accordance with the Trust's Whistleblowing Policy where it is felt poor practice or general wrong doing has not been dealt with appropriately. Staff may make such disclosures without fear of criticism or retribution. • Maintain an awareness of information governance and information security related issues and ensure compliance with LPFT Records and Information Policies. • Participate in performance review, supervision and undertake mandatory training and personal development as required of the post • Take personal responsibility for your own Health and Safety at work in accordance with Trust Policies and Procedures, in particular Security, Health and Safety and Risk Management • Be committed to safeguarding and promoting the welfare of children, young people, vulnerable adults and people experiencing domestic abuse, both as service users and visitors to Trust premises. All staff have an absolute responsibility to safeguard and promote the welfare of children and adults. The post holder, in conjunction with their line manager, will be responsible for ensuring they undertake the appropriate level of training relevant to their individual role and responsibilities. They must be aware of their obligation to work within and do nothing to prejudice the safeguarding policies of the Trust. • This job description is not exhaustive and as a term of employment you may be required to undertake such other duties as may reasonably be required. 	

PERSON SPECIFICATION

POST: Inpatient services OT

DEPARTMENT: Occupational Therapy

DIVISION: Adult In-patient

		JOB REQUIREMENTS	
	ESSENTIAL	DESIRABLE	HOW ASSESSED (eg Application Form, Interview Test, Reference etc)
Qualifications	<ul style="list-style-type: none"> Currently Occupational Therapist Registered with HCPC 	<ul style="list-style-type: none"> Additional knowledge and or training in MOHO model APPLE accreditation 	Application Form Interview
Experience	<ul style="list-style-type: none"> Knowledge and/or experience of working with adults with mental health needs or experience of working with adults with complex needs or adults with mental health needs and skills that are transferable 	<ul style="list-style-type: none"> Experience of working with people with acute mental health needs Experience of working in an inpatient setting Evidence of continuing professional development 	Application Form
Skills & Competences	<ul style="list-style-type: none"> Some knowledge of national agenda for mental health. Good clinical reasoning skills. Skills in occupational therapy assessment and treatment Knowledge of clinical/risk assessment and understanding of Information Governance principles. Good communication skills. 		Application Form Interview

	<ul style="list-style-type: none"> • Understanding of the therapeutic relationship and boundaries • Highly motivated & able to engage with patients & carers to improve outcomes. • Ability to work independently and collectively. 		
Special Requirements	<ul style="list-style-type: none"> • Willingness to travel to different locations to undertake role effectively 	<ul style="list-style-type: none"> • Ability to travel independently 	