

SHAPE YOUR STORY

Recruitment Information Pack



Band 6 Rotational Occupational
Therapist



Our Vision

To be a high-performing group of NHS hospitals, renowned for excellence and innovation, providing safe and compassionate care to our patients in east London and beyond.

WeCare about our ambition for excellence

Our WeCare values shape everything that we do, every single day. They are visible in every interaction we have with each other, our patients, their families and our partners.

WeCare about everything from the appointment letters our patients receive, to the state of our facilities when they walk through the door, to the care and compassion they receive when they are discharged. WeCare that the people who join our trust will hold the same values as we do, so our values are embedded within our recruitment and selection processes. WeCare that you feel valued working here, so our values also guide our training and development and performance and talent management. WeCare about working with suppliers that live and breathe our values too.

We have come a long way on our journey to delivering safe and compassionate care. By embracing these values as the way we behave around here, we will achieve our ambition for excellence.

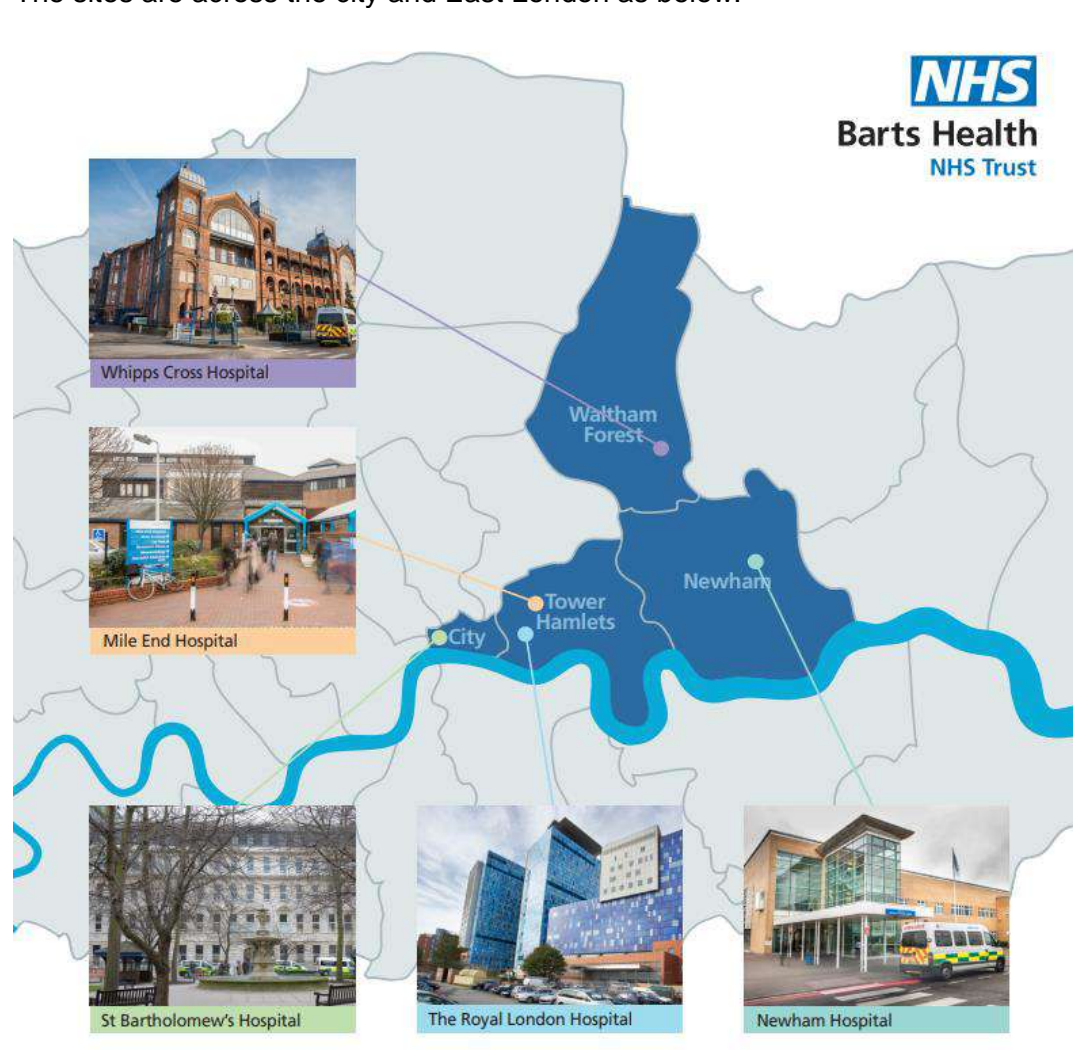
Value	Key behaviours
W WELCOMING	<ul style="list-style-type: none"> Introduce yourself by saying "Hello, my name is ..." Smile and acknowledge the other person(s) presence Treat others as you would wish others to treat you Ensure the environment is safe and pleasant for our patients, our colleagues and our visitors
E ENGAGING	<ul style="list-style-type: none"> Get involved in making improvements and bring others with you Encourage feedback from patients and colleagues and respond to it Acknowledge efforts and successes; say thank you Use feedback to make improvements, and empower colleagues to do this without needing to seek permission Appreciate that this may be a new experience for patients and colleagues; help them to become comfortable
C COLLABORATIVE	<ul style="list-style-type: none"> Give time and energy to developing relationships within and outside own team Demonstrate pride in Team Barts Health Respect and utilise the expertise of colleagues Know your own and others' part in the plan
A ACCOUNTABLE	<ul style="list-style-type: none"> Always strive for the highest possible standard Fulfil all commitments made to colleagues, supervisors, patients and customers Take personal responsibility for tough decisions and see efforts through to completion Admit mistakes, misjudgements, or errors; immediately inform others when unable to meet a commitment; don't be afraid to speak up to do the right thing Do not pretend to have all the answers; actively seek out those who can help
R RESPECTFUL	<ul style="list-style-type: none"> Be helpful, courteous and patient Remain calm, measured and balanced in challenging situations Show sensitivity to others' needs and be aware of your own impact Encourage others to talk openly and share their concerns
E EQUITABLE	<ul style="list-style-type: none"> Value the perspectives and contributions of all and ensure that all backgrounds are respected Recognise that individuals may have different strengths and needs, and that different cultures may impact on how people think and behave. Be curious to find out Work to enact policies, procedures and processes fairly Be open to change and encourage open, honest conversation that helps foster an inclusive work and learning environment Remember that we all have conscious and unconscious bias; get to know what yours are, and work to mitigate them



Job Particulars

Job Title	Rotational Occupational Therapist
Pay Band	<i>Band 6</i>
Location	Royal London Hospital and St Bartholomew's Hospital
Reports to	<i>Clinical Lead</i>
Responsible to	<i>Head of Therapies</i>

This rotational post is across our **Royal London Hospital and St Bartholomews** sites. The sites are across the city and East London as below:



2. Job Purpose



To provide high quality occupational therapy interventions to a wide variety of patients including the advanced assessment and treatment of patients, provision of individual and group education and treatment, provision of assistive devices (orthotics) and equipment, minor structural home adaptations and provision of complex disability management and advocacy services.

To participate in the Band 6 rotational scheme working across the Barts Health NHS Trust sites which will require working in a range of ward settings and departments including Acute Assessment Unit, Stroke, Neurosciences, Health Care of the Elderly, Rehabilitation, Medicine and Surgery, Gynae-oncology, Vascular and Amputees, Renal and Hands.



3. Key Working Relationships

Internal	External
Clinical Leads	Social services
Deputy Head of Therapies	Other community staff
Medical and Nursing Staff	
Discharge coordinators	
Allied Health Professionals	

4. Main duties, responsibilities and results areas

Main duties and responsibilities

Communication

- Communication is a fundamental process to ensure continuity and high standards of care. It includes sharing ideas, information and feedback in order to empower patients and members of the interdisciplinary team.
- Skilled in communicating with a range of people on a daily basis some of who may have communication barriers.
- Use advanced and innovative interpersonal skills of negotiation, persuasion and conflict resolution to encourage patients who may be unwilling to participate in the assessment and treatment process
- To prepare written, verbal and typed specialist treatment and diagnostic reports to inform health, and social care providers of client need, for example rehabilitation potential or recommendations for future care needs.
- To work effectively with patients and families requiring a language interpreter and ensure effective assessment and treatment and for all patients regardless of their spoken language or communication status.
- To be responsible for disseminating Trust policies and information as required.
- Provides feedback to other workers on their communication at appropriate times.



- A key responsibility will be to utilise a variety of strategies to communicate effectively with patients and those involved in their care
- The post holder must also communicate with other staff within the Trust, with external organisations and with the general public.
- Keeps accurate and complete records of activities and communications consistent with legislation, policies and procedures

Personal and People development

- Use supervision, mentoring and performance development plans to promote clinical and personal effectiveness and competence of self and others. Facilitates and provides preceptorship to band 5 members of the occupational team as appropriate.
- Participates in team meetings so fair and equal opportunities are given to share knowledge and ideas with colleagues.
- Be responsible for the professional development, and competency of those staff you supervise including the implementation of the Trust appraisal scheme with junior staff and/or assistants.
- Acts as a role model to others in the team,
- To maintain and monitor own, and those you supervise, professional standards in accordance with College of Occupational Therapists and HPC guidelines and standards.
- Improves clinical practice through reflection with self or others. (Clinical supervision/Action Learning)
- To be responsible for the maintenance and development of own competency to practice and professional registration, taking responsibility for ensuring own knowledge and skills are evidence based and up to date by engaging in and directing continuous professional development and lifelong learning.
- Participate in the Trust appraisal process to identify, with the support of the senior specialist occupational therapist, their own educational and professional needs and create a personal development plan.
- Influence the development of knowledge, ideas and work practice.



- Teach and develop undergraduate occupational therapy students through lectures, tutorials and teaching.

Health, Safety and Security

- The post holder is required to familiarise him/herself with and comply with the Trust's policies and procedures
- The post holder must always respect patient confidentiality and in particular the confidentiality of electronically stored personal data in line with the requirements of the Data Protection Act (1998)
- The post holder must be aware of individual responsibilities under the Health & Safety at Work Act and identify and report as necessary any untoward accident, incident or potentially hazardous environment
- When moving people and goods, the post holder must complete the relevant training as appropriate to the action, e.g. use of hoists
- Identifies how to manage risks and help others manage risks.
- Monitor work areas and practices and ensures that they are safe and free from hazards, conform to health safety and security legislation, policies, procedures and guidelines.
- Takes the necessary action in relation to risk with support from senior specialist occupational therapist.

Service Improvement

- Work to the value base and principles that underpin Occupational Therapy and the shared governance of the Trust. The post holder will convey this within their area of practice
- Acts as a clinical resource to other clinical areas
- Supports senior specialist Occupational Therapist in all aspects of team and case load management.
- Supports all members of occupational and other therapy staff.



- Is aware of financial considerations within the environment and makes judgements to maximise cost effectiveness and cost efficiency.
- Develop skills in accordance with the expanded role relevant to the post holder's clinical area (OT assessment and treatment planning for patients presenting with a broad range of complex physical, cognitive and psychological conditions and disabilities)
- Demonstrates knowledge, understanding and application of their personal leadership skills.
- Leads others in the development of knowledge, ideas and work practice.
- Co-ordinates the activities of the clinical area when required.
- In conjunction with senior colleagues in the interdisciplinary team is aware of the need for change, the implications and is an effective change agent.

Quality

- The post holder must always work in accordance with the College of OT and HPC code of conduct.
- Participates in research, audit, and quality initiatives, e.g. documentation audits, completion of outcome measures)
- Participates in the development of evidence-based practice.
- Demonstrates an awareness of the Trust's programme of audit and participates as appropriate in the quality audit cycle.
- Uses and maintains resources efficiently and effectively and encourages others to do so.
- Evaluates the quality of own and others work and raises quality issues and related risks with the relevant people.
- Supports the introduction and maintenance of quality systems and processes in own work area.
- Ensures documentation is accurate and up to date and monitors and promotes high standards of documentation within the team.

Equality and Diversity

- The post holder must at all times carry out duties and responsibilities with regard to the Trust's Equal Opportunity policy



- Identifies and takes action when own or others' behaviour undermines equality and diversity
- Take account of own behaviour and its effect on others

Assessment and care planning to meet health and wellbeing needs

- Assesses, plans, implements and evaluates care for patients with specific needs and makes changes as necessary.
- Identifies deteriorating patients and takes the appropriate action to manage the situation, liaising with interdisciplinary team as appropriate.
- Ensures documentation is accurate and up to date.
- Demonstrates an enquiring approach to patient care.
- Manage a caseload of routine and complex patients requiring occupational therapy assessment and interventions to ensure rehabilitation is of the highest and evidenced based standards with consideration given to all available treatment options.
- To be professionally and legally accountable for all aspects of own clinical and professional work, including the management of patients/clients in your care.
- To possess and apply an understanding of the effects of disability, disease and injury on function, lifestyle and independence. Provide training, education and advice to patients and carers on managing and adapting their social and physical environments and assist patients/carers to implement effective psychological or cognitive coping strategies.
- To undertake comprehensive standardised and non-standardised assessments of clients with a range of health and social care needs and multi-pathologies; use advanced clinical reasoning, analytical and communication skills to determine diagnosis and prognosis of condition. This will include an assessment of patients' physical, cognitive, mental, social and environmental levels of functioning and will require a sound knowledge of normal movement and function

Interventions and Treatments

- Interpret findings of assessment and formulate client centred programmes of occupational therapy treatment based on current evidence, and a sound knowledge of available treatment options
- Use different treatment modalities ie manual techniques (range of motion assessment, therapeutic handling and positioning), skills development/rehabilitation and compensatory techniques or prescription of medical devices, task analysis, patient education and splinting.



- Provide training, education and advice to patients and carers on managing and adapting their social and physical environments and assist patients/carers to implement effective psychological or cognitive coping strategies.
- To take a lead role within the multi-professional team for the safe and efficient discharge of patients from hospital including liaison and negotiation with a range of service providers, assessment of clients home environment, including social supports and house design/layout.
- To develop collaborative treatment plans with patients/clients, carers and colleagues, demonstrating client centered clinical reasoning and advanced problem solving techniques to achieve agreed outcomes.
- To initiate and undertake risk assessments when assessing and treating patients. This will involve assessment of the individual and the environment and include advising the multi-professional team on appropriate management specifically relating to moving and handling, safe use of medical devices, pre-discharge access visits and home assessments.
- Represent occupational therapy and/or individual patients at the multi-disciplinary team meetings to ensure the delivery of coordinated multi-professional care, integrating occupational therapy management into the treatment programme. This will include discussion of patient care, progress and potential
- To understand and apply National Guidelines and legislation relating to health and social care in Occupational Therapy practice and support other staff to do likewise.
- Evaluate patient progress, reassess and update treatment programmes as required through the monitoring of clients medical and rehabilitation needs. This will involve determining/diagnosing the patients potential for rehabilitation and future care and support needs.
- Ability to participate and perform OT assessment, interventions and discharge duties as part of the weekend roster.

Equipment and Devices to meet Health and Wellbeing needs

- Assess for, prescribe, and fabricate orthotic devices. This will include initial and on-going training in safe management (staff, family and patient), evaluation of prescription and adjustments to meet the changing needs of patient/client
- Assess for and prescribe wheelchairs. This will include training in safe management (staff, family, patient) evaluation of prescription and adjustments to meet the changing needs of the patient considering the clients' needs and prognosis. This requires training and certification of authorised wheelchair prescriber status.



- To understand and apply National Guidelines and legislation relating to health and social care in Occupational Therapy practice and support other staff to do likewise.

Learning and Development

- Involved with formal teaching sessions to staff within Directorate/Trust and at University as required.
- Evaluates effectiveness of learning activities
- Demonstrates awareness of individuals learning needs and styles and how to develop education and training to meet these needs.

People Management

- Develops an understanding of the effective management of all resources including staffing, supplies, budget etc.
- Assists with the recruitment and selection of staff.
- Takes responsibility for the organisation for managing individual patient load and overseeing the rest of the occupational therapy team's patient load.
- Objectively assesses the work of a team and provides clear constructive feedback to the team in a manner most likely to maintain and improve performance
- Supports team members effectively during the NHS KSF development review process and enables them to meet their development objectives.
- Agrees with team members courses of action to address issues with their work.

The job description is not intended to be exhaustive, and it is likely that duties may be altered from time to time in the light of changing circumstances and after consultation with the postholder.

The post holder might be required to work across the Trust at any time throughout the duration of his/her contract, which may entail travel and working at different hospital.

5. Working conditions

Criteria	Description
Physical	Highly developed physical skills, high degree of precision. Frequent moderate effort for short periods each day. Moves, manoeuvres patients and equipment.



Emotional	Occasional distressing or emotional circumstances. Imparts unwelcome news about rehabilitation prospects.
Working Conditions	Occasional unpleasant conditions, occasional very unpleasant conditions
Mental	Frequent concentration, work pattern predictable.

NHS Manager's Code of Conduct

As an NHS manager, you are expected to follow the code of conduct for NHS managers (October 2002). www.nhsemployers.org/

Safeguarding adults and children

Employees must be aware of the responsibilities placed on them to maintain the wellbeing and protection of vulnerable children and adults. If employees have reason for concern that a patient is 'at risk' they should escalate this to an appropriate person i.e. line manager, safeguarding children's lead, matron, ward sister/change nurse, site manager, consultant (October 2002). www.nmc-uk.org/

Person Specification

Domain	Essential Criteria	Desirable Criteria
Qualifications	<ul style="list-style-type: none"> Diploma or Degree in Occupational therapy Valid HCPC registration Evidence of relevant CPD 	<ul style="list-style-type: none"> Member of the Royal College of Occupational Therapy
Experience	<ul style="list-style-type: none"> Experience across core rotations Minimum NHS experience 	<ul style="list-style-type: none"> Supervision skills Practice educators training
Skills	<ul style="list-style-type: none"> Ability to risk assess and carry out patient assessment, treatment sessions and discharge 	Specialist clinical skills/interest in terms of <ul style="list-style-type: none"> sitting and seating postural management



	<ul style="list-style-type: none"> • Ability to assess and treat cognitive and affective impairment, its impact on function • Ability to structure holistic assessment and the OT process within a framework that provides clear clinical reasoning. 	<ul style="list-style-type: none"> • upper limb assessment and treatment • energy conservation/fatigue management • therapeutic manual handling • cognitive assessment and treatment • capacity assessment
Other	<ul style="list-style-type: none"> • Ability to work as part of a multi-disciplinary team • The ability to communicate with patients in an empathetic manner • Ability to demonstrate enthusiasm towards teaching and sharing knowledge • Acts in a way that is consistent with legislation, policies and procedures and abide by the Trust Health and Safety policies • Ability to support education and development of junior staff members • Ability to work flexibly in a fast paced environment. 	<ul style="list-style-type: none"> • Experience of supervising students and/or junior staff • Interest in QI and professional development



About Barts Health

Our group of hospitals provide a huge range of clinical services to people in east London and beyond.

We operate from four major hospital sites (The Royal London, St Bartholomew's, Whipps Cross and Newham) and a number of community locations, including Mile End hospital. Around 2.5 million people living in east London look to our services to provide them with the healthcare they need.

The Royal London in Whitechapel is a major teaching hospital providing local and specialist services in state-of-the-art facilities. Whipps Cross in Leytonstone is a large general hospital with a range of local services. Newham in Plaistow is a busy district hospital with innovative facilities such as its orthopaedic centre. Mile End hospital is a shared facility in Mile End for a range of inpatient, rehabilitation, mental health and community services. And St Bartholomew's in the City, London's oldest hospital, is a regional and national centre of excellence for cardiac and cancer care.

As well as district general hospital facilities for three London boroughs, Tower Hamlets, Waltham Forest and Newham, we have the largest cardiovascular centre in the UK, the second largest cancer centre in London, an internationally-renowned trauma team, and the home of the London Air Ambulance. The Royal London also houses one of the largest children's hospitals in the UK, a major dental hospital, and leading stroke and renal units.

We're also proud to be part of UCLPartners, Europe's largest and strongest academic health science partnership. The objective of UCLPartners is to translate cutting edge research and innovation into measurable health gain for patients and populations through partnership across settings and sectors, and through excellence in education.

