

**PERSON SPECIFICATION  
GENERAL INFORMATION**

**Job Title:** Clinical Specialist Occupational Therapist

**Band:** 7

**Department:** Aylesbury Pathways Service

A person specification should comprise of a list of attributes required of the role. Essential criteria are those without which, the post holder would be unable to adequately perform the job. Desirable criteria are those that may enable the candidate to perform better or require a shorter orientation period. You should not include any reference to numbers of years' experience unless justified.

REQUIREMENTS	ESSENTIAL	DESIRABLE	Assessment Type Interview (I) /Test (T) /Application (A)
<b>EDUCATION AND QUALIFICATIONS</b>	<ul style="list-style-type: none"> <li>Minimum 4 years Relevant clinical postgraduate experience in Occupational Therapy, including a minimum of 2 years experience as a senior practitioner working with people with mental health problems in particular personality disorders, challenging behaviour, depression, psychosis and dual diagnosis</li> </ul>	<ul style="list-style-type: none"> <li>Postgraduate training to achieve clinical expertise and specialism at Masters level or equivalent</li> <li>E.g. MSc in Occupational therapy.</li> <li>MSc in Mental Health or a health related area</li> <li>Advanced Diploma in CBT</li> </ul>	I/A
<b>EXPERIENCE AND KNOWLEDGE</b>	<ul style="list-style-type: none"> <li>Up to date knowledge of developments in OT, secure care, prison therapy, NOMS research and adult mental health, to inform clinical decisions, and best practice for self and for the service.</li> <li>Knowledge and understanding of current government initiatives and policies that affect staff working in the field.</li> </ul>	<ul style="list-style-type: none"> <li>Experience working with young offenders.</li> <li>Experience working in a therapy team in a prison setting.</li> <li>Experience in dealing directly with finance and human resources to ensure management of the service is in line with Trust policies and procedures.</li> </ul>	I/A

	<ul style="list-style-type: none"> <li>• To include Specialist Knowledge of:</li> <li>• Clinical conditions and their functional implications within Forensic and Adult mental health, including personality disorders, depression, anxiety and psychosis, substance misuse, Dual Diagnosis and PTSD</li> <li>• The Mental Health Act and its significance for service users and impact on clinical practice</li> <li>• Risk issues and risk management techniques with this client group</li> <li>• O.T. models of practice</li> <li>• The evidence base for O.T. interventions with this client group used to inform best practice</li> <li>• Theory and models of supervision</li> <li>• Research and its application to forensic mental health</li> <li>• Audit and its implication to mental health services</li> <li>• Clinical Governance and National Service Framework for Mental Health and their impact on the clinical environment and practice</li> <li>• NICE guidelines relevant to mental health practice</li> <li>• Current developments/initiatives effecting O.T. practice</li> <li>• Directorate and Trust wide strategic plans relating to area of service</li> <li>• Trust policies for staff recruitment and management</li> </ul>	<ul style="list-style-type: none"> <li>• Experience of managing a staffing and non-staffing budget and ensuring the effective use of resources.</li> <li>• Experience of implementing service improvements.</li> <li>• Experience of using a range of evaluation tools and outcome measures.</li> <li>• Experience of negotiating and managing change.</li> <li>• Experience of initiating an audit.</li> <li>• Experience in the recruitment and selection of staff including: <ul style="list-style-type: none"> <li>• writing adverts</li> <li>• short listing</li> <li>• arranging interview panels</li> <li>• exit interviews</li> <li>• writing references</li> </ul> </li> <li>• Experience of co-ordinating and monitoring an on service training programme for therapy staff.</li> <li>• Experience of chairing and co-ordinating meetings, including agenda setting.</li> <li>• Experience of developing guidelines and policies.</li> <li>• Experience of representing Occupational Therapy in wider range of working parties, committees, project groups and strategy groups – Clinical Governance etc.</li> <li>• Experience of investigating serious and untoward incidents, formulating recommendations and plan relating of these.</li> </ul>	
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	<ul style="list-style-type: none"> <li>• Experience in Forensic and secure care occupational therapy.</li> <li>• Experience of working autonomously, being responsible for own practice and managing a varied workload.</li> <li>• Experienced lead planner and facilitator in a range of treatment sessions on a group or individual basis including: Practical based, discussion, support and psycho-educational groups. Including experience of working with clinical staff of a variety of grades to support their development of treatment skills.</li> <li>• Experience in the use of the Model of Human Occupation, MOHOST and other standardised assessments.</li> <li>• Expertise in carrying out functional assessments.</li> <li>• Experience of using a range of evaluation tools and outcome measures.</li> <li>• Experience of planning, monitoring and evaluating therapy programmes to ensure the most effective use of clinical priorities.</li> <li>• Experience in producing and maintaining client-centered treatment plans and instructing others in the same.</li> <li>• Experience of assessing and managing risk issues within OT and Mental Health and contributing to multidisciplinary teams risk assessments, care plans and the discharge process.</li> <li>• Experience of supervision and appraisal of junior staff.</li> </ul>		
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	<ul style="list-style-type: none"> <li>• Experience of leading educational sessions for staff and students, including clinical and managerial topics.</li> <li>• Experience of relating to people from a range of social and ethnic backgrounds.</li> <li>• Experience of being part of a multidisciplinary team.</li> </ul>		
<p><b>SKILLS AND ABILITIES</b></p>	<ul style="list-style-type: none"> <li>• Effective verbal communication skills to include – presentation of information to clinical meetings, management teams and chairing meetings.</li> <li>• Effective personal management skills, including excellent time management and the ability to prioritise, delegate and problem solve.</li> <li>• Effective leadership skills.</li> <li>• Self-motivated and confident in working independently in a clinical and managerial capacity.</li> <li>• Effective written communication skills to include <ul style="list-style-type: none"> <li>• clinical records and reports</li> <li>• reports for senior management teams</li> </ul> </li> <li>• Ability to read, understand and process information quickly.</li> <li>• Able to establish working relationships with supervised staff and colleagues across the service.</li> <li>• Ability to identify clinical needs of client group and apply this knowledge in service planning and development.</li> <li>• Ability to apply and utilise the knowledge base for forensic mental health in service delivery.</li> </ul>	<ul style="list-style-type: none"> <li>• Evidence of project management skills.</li> <li>• Evidence of ability to meet performance deadlines and support to ensure other meet deadlines.</li> <li>• Awareness of the performance targets for a prison therapy service.</li> <li>• Effective presentation skills including use of a variety of appropriate media: power point or structured discussion/activities.</li> <li>• Effective IT skills.</li> <li>• Team dynamics and team building skills</li> </ul>	<p>I/A</p>

	<ul style="list-style-type: none"> <li>• Ability to provide clear clinical reasoning for interventions across the service.</li> <li>• Ability to incorporate risk assessment into service delivery.</li> <li>• Demonstrates professional approach and appropriate boundary keeping with staff and patients and able to instruct others on professional standards of communication.</li> <li>• Effective supervision skills, which include workload monitoring, clinical advice, managerial advice, personal development and performance appraisal.</li> <li>• Able to formally and informally teach and advice staff and students in the service on aspects of mental health and occupational therapy practice.</li> <li>• Ability to promote the role of OT within the multidisciplinary teams. <ul style="list-style-type: none"> <li>• Able to critically appraise literature and research and use to inform own practice and service development.</li> </ul> </li> </ul>		
<p><b>PERSONAL QUALITIES</b></p>	<ul style="list-style-type: none"> <li>• Commitment to work as a proactive team member</li> <li>• “can do attitude”</li> <li>• Ability to be flexible and adaptable to manage fluctuating work demands.</li> <li>• Empathy for people with mental health problems and passionate about service user involvement</li> <li>• Aware of own limitations and needs and ability to seeks advice and support appropriately</li> <li>• Ability to promote self and the service</li> <li>• Professional manner</li> </ul>	<ul style="list-style-type: none"> <li>• Ability to promote positive image of OT</li> <li>• Experience with service user involvement</li> <li>• Experience with external network involvement</li> </ul>	<p>I/A</p>

<p><b>OTHER REQUIREMENTS</b></p>	<ul style="list-style-type: none"> <li>• Passionate about service delivery for young offenders with emerging personality disorders.</li> <li>• Proactive use of continuous professional development opportunities.</li> <li>• Service user-centered approach.</li> <li>• Highly motivated and able to motivate others.</li> <li>• Able to sustain demands of fulfilling role working with a challenging client group in a pressurised environment.</li> </ul>		<p>I/A</p>
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**Date: January 2024**