

Policy No: Per 1.1.1

Clinical Specialist Occupational Therapist
Job Description

Job Title: CLINICAL SPECIALIST OCCUPATIONAL THERAPIST

Service: Central Services – Therapeutic Services

Responsible to: Head of Therapies

Overview of Key Responsibilities:

The role of the Clinical Specialist Occupational Therapist is to provide a service to the individuals who live within the group and to ensure that admission, time living within the service and the transition process is supported by considering each person's occupational needs as required through that time within a positive behaviour support framework.

The role purpose is to support people to develop occupational skills to enable them to become more independent and able to live a lifestyle of their choosing that supports health and wellbeing, to support and provide clinical guidance to other OT colleagues and also to support the development of the service.

The Occupational Therapist will have specialist clinical knowledge and a thorough understanding of the occupational needs of a client group with learning disability, autism and complex needs and will build upon this understanding of needs throughout all individual interactions to bring about best practice in all aspects of engagement.

The Occupational Therapist will follow the clinical pathway to assess and provide intervention for the people within the service either individually or in groups, as part of a multi-disciplinary team and in a variety of environments. There will also be an expectation that you would lead on periodic reviews of the pathway and the clinical processes and documents therein in line with service development and professional standards.

To work collaboratively with all other employees, families, carers and stakeholders to promote the wellbeing and best interests of the people who use our services.

The role will provide clinical leadership within the therapy team. This will involve provision of expert advice and support to the team of OT clinicians and the broader MDT. The post holder will be expected to have a good understanding of the changing needs of the service overall and work collaboratively with Head of Therapies and all other stakeholders to bring about changes to ensure continuous quality improvement.

Main Duties and Responsibilities

Clinical

- 1 To demonstrate highly developed specialist and advanced clinical expertise developed through experience and underpinned by academic study and theory.

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- 2 To demonstrate current understanding of the evidence and research base and ensure that contemporary methods of supporting outcomes in service delivery are embedded.
- 3 To undertake analysis of assessment data and provide subsequent complex interventions for individuals.
- 4 To provide advanced specialist advice to others regarding specialist assessments, formulation and subsequent interventions for the people who use our services. To include reasoning, judgements and discussions about the broader context of care as required.
- 5 To communicate complex; condition related information to clients, carers, families and members of the multi-disciplinary team/other professionals. Demonstrate empathy and ensure effective communication is achieved where barriers exist.
- 6 To reflect on and in clinical practice both individually and with peers identifying strengths as well as professional development needs and providing evidence of sound clinical judgements based on research and evidence based practice.
- 7 To maintain up to date and accurate case/progress notes and write reports reflecting advanced specialist knowledge, ensuring that they meet the departmental standards, the Hesley Group policy standards and professional standards. To take lead role in ensuring that changes to any of these standards are reflected in the pathway documentation and communicated to the team.
- 8 Understand the complex interactions between risk management and positive interventions in order to support development and to role model these within the clinical setting.
- 9 To have ability to plan and organise work, programmes or activities and make ongoing adjustments as required.

Communication

- 10 To attend, contribute to and as required take a lead role in arranging or chairing meetings internal to the Therapeutic Services.
- 11 To demonstrate the ability to build effective and positive relationships with stakeholders.
- 12 To motivate and persuade others to support positive outcomes and best practice within the service.
- 13 To represent the team/department within multi-disciplinary systems within the Group.
- 14 To represent and attend meetings/assessments and other required points of communication external to the group.
- 15 To communicate highly complex and sensitive information to the client group, their families, carers, and other stakeholders.
- 16 To demonstrate negotiation skills in the management of differences of opinion and demonstrate the ability to apply the evidence to reasoning and judgements to support decisions.

Personnel and People Management and Development

- 17 To be alert to and communicate to Head of Therapies potential future workforce requirements and identify changes where required to meet clinical service need.

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- 18 To clinically supervise Occupational Therapists, Therapy Assistants, other colleagues as agreed and students to support quality driven, best practice service delivery.
- 19 To support team members to professionally develop in ways beyond traditional boundaries in order to bring about positive impacts for the service and people we support.
- 20 To provide mentoring, shadowing and coaching opportunities for team members to further support learning and growth.

Personal and Professional Development

- 21 To undertake personal/professional development planning evidenced by a Personal Development Plan and Professional portfolio developed within an appraisal framework.
- 22 To clearly be able to identify own learning and development needs.
- 23 To attend relevant training and development in order to maintain and develop skills and knowledge required to support clients, within their specialist area.
- 24 To maintain a contemporary knowledge of evidence base and good practice through engagement with variety of opportunities such as conferences, courses, meetings, networks and special interest groups.

Service Improvement/Quality Governance

- 25 To engage in the development and improvement of services. To propose and engage in where required policy or service changes where this impacts on own area.
- 26 To identify and, where appropriate, undertake action research/audit projects within area of clinical expertise or service area and to encourage and support other members of the team to also do so.
- 27 To engage in audits, use reflective learning, peer discussions and team development days to contribute to the generation of new ideas to bring about a constant improvement in quality within clinical practice.
- 28 To devise and deliver training across a broad spectrum of needs and styles where identified.

Emotional/Physical Effort

- 29 The post holder will be required to work with people whose behaviour may challenge them, this may involve highly distressing or highly emotional circumstances.
- 30 The post holder will be required to work within infection control and health and safety guidelines.
- 31 To maintain sensitivity to the emotional needs of the people that you are working alongside.
- 32 Frequent concentration required and ability to cope with an unpredictable work pattern and cope with competing demands on time.

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General/Administration

- 33 To carry out administrative duties to include data collections, updating as required to ensure prompt provision of such data for the team.
- 34 To engage in and take responsibility for the security, care and maintenance of team equipment and resources including plans for risk management, infection control and safe handling.
- 35 To plan and organise complex activities or programmes, requiring formulation and action planning.
- 36 To undertake any other duties as required by the Head of Therapies, which may include a change in workplace.
- 37 To assume delegated tasks as requested by the Head of Therapies, including leading working groups, policy development groups within area of clinical expertise.

Health & Safety

In carrying out the tasks in this job description you have a duty (under Health & Safety legislation) to take reasonable care for the health and safety of yourself and that of others. This implies taking positive steps to understand the hazards in the workplace, to comply with safety rules and procedures and to ensure that nothing you do, or fail to do, puts yourself or others at risk. This includes contributing to a safe and secure environment for people who use our services.

To remain vigilant and do everything possible to protect people who use our services, and others, from abuse of a physical, emotional, sexual, neglectful, financial or institutional nature. This includes an absolute requirement to report any incident of this nature you witness, hear about or suspect.

This organisation is committed to the protection and safeguarding of children and adults at risk, and promoting their welfare. The Hesley Group, therefore, expects all staff and volunteers to share this commitment.

This post is subject to an enhanced level DBS Disclosure and Barring Check, including a check against the "Barred List" in respect of the Adults/Children's workforce.

Prepared by Human Resources Department: Date: 16 February 2017

Jobholder: Signed: Date:

Manager: Signed: Date: