

Title Occupational Therapist (Newly Qualified Band A)	Department Adult Social Care, Health & Public Protection	Post Ref
Job Purpose To be responsible for the occupational therapy assessment of individual needs and the initiation and coordination of a range of outcomes to meet them, promoting the principles of a strength-based approach, choice and control, and personalisation to ensure that people can assess and manage their own occupational performance needs, risks and uncertainties.		
Key Responsibilities <ol style="list-style-type: none"> 1. Be responsible for the occupational therapy assessment, support planning and review of individual needs and initiate and co-ordinate a range of outcomes to meet them that promote independence. 2. Be responsible for the identification of potential re-ablement opportunities and provide access to those services as required. 3. Promote a Strength Based Approach which embeds the ethos of promoting independence and personalisation, to ensure that people can assess and manage their own needs, risks and uncertainties within their chosen living environment and meet their identified short- and long-term, delaying the need for long term care and support. 4. Identify community and other natural support resources, maximising individual's assets and capabilities by using preventative/universal services and other funding sources, in line with the Adult Social Care Strategy. 5. Monitor and review ongoing service provision, ensuring all parties involved are fully coordinated, with a focus on wellbeing and outcomes, and that all alternative solutions have been considered. 6. Provide professional information, advice and support to people and their carers, other staff and colleagues, by building positive relationships and partnerships., 7. To undertake and develop skills in using the Mental Capacity Act and safeguarding work in relation to occupational therapy specific issues. 8. Maintain an occupational therapy caseload whilst continuously developing skills and experience, with appropriate supervision and support. 9. Following appropriate training, undertake occupational therapy related assessments using a range of health and social care tools, for example: activity analysis, graded goal setting, environmental risk assessments, equipment provision, major adaptation 	Key Accountabilities <ol style="list-style-type: none"> 1. Maintain professional occupational therapy standards and be accountable for own performance. 2. Accountable for the quality of the work undertaken. 3. Alert managers of issues that could affect quality, performance or budget. 4. Assist managers to meet specific service targets within agreed resources. 5. Assist team in maintaining appropriate partnership arrangements. 6. Maintain effective working relationships and contribute to a working environment which is safe, considerate and supportive to all, in accordance with relevant legislation and policy. 7. Take reasonable care of your health, safety and welfare and that of other persons who may be affected by the performance of your duties. 8. Exercise proper care in handling, operating and safeguarding any equipment, vehicle or appliance provided, used or issued by the county 	

design specifications, moving and handling risk assessments, Mental Capacity assessments and Continuing Healthcare assessments.

10. Organise and manage your workload independently, under the supervision and guidance of the OT senior Practitioner and/or Team Manager.
11. Liaise and negotiate with local providers and support networks to deliver better outcomes.
12. Contribute to practice and service development.
13. Always have regard for the confidential nature of the work and not to discuss or disclose information to unauthorised parties.

council or provided or issued by a third party for individual or collective use in the performance of your duties.

The post holder will perform any duty or task that is appropriate for the role described within their grade.

Person Specification	
Education and Knowledge <ol style="list-style-type: none"> 1. An Occupational Therapy Qualification recognised by the Health and Care Professions Council (HCPC). 2. Registration with HCPC 3. To have completed or be willing to undertake the OT Assessed and Supported Year in Employment (ASYE), or able to provide evidence of post graduate continued professional development that includes up to date evidence of mandatory and service-related training. 4. Any additional qualifications or relevant training relevant to service area. 5. Detailed knowledge of community care services within a health or social care setting. 6. Detailed knowledge of legislation in relation to adult social care services and occupational therapy. 7. Detailed knowledge of current adult social care, health and housing policy drivers. 8. Proficient knowledge and use of IT systems 	Personal skills and general competencies <ol style="list-style-type: none"> 1. A full driving licence and access to transport is essential, disabled employees who are unable to drive because of their disability will be able to use taxis to carry out their duties. 2. A high level of personal drive and commitment to excellent customer care and the ability to set an example for other staff. 3. Strong interpersonal skills to gain the agreement and acceptance of others including colleagues, senior managers and customers. 4. Ability to make decisions and solve problems to meet operational targets, involving devising solutions and prioritising the resources available. 5. Ability to meet agreed objectives and delivery targets by the effective use of resources.
Experience <ol style="list-style-type: none"> 1. At least two years' experience of care work gained through training, paid employment or extensive personal experience or voluntary work. 2. Experience of operating as part of a team. 3. Experience of independently managing an occupational therapy workload and prioritising demands and tasks to meet objectives efficiently. 4. Experience of keeping detailed records and constructing reports or formal letter/submissions. 5. Experience of working with the public. 6. Demonstrable experience of using information technology in a range of applications. 7. Experience of negotiating with representative of partner agencies to achieve objectives. 8. Evidence of Continual Professional Development (CPD) meeting the standards of the professional regulator. 	
Role Dimensions <ol style="list-style-type: none"> 1. Undertake occupational therapy assessments which may involve multi professional working or require urgent responses. 2. Assess the individual's functional abilities, needs and potential for independence in relation to an activity and the environment. 3. Where appropriate, design, implement, monitor and review Reablement Programmes that are person centred, have clear goals and are tailored to meet individual needs 4. Demonstrate appropriate techniques to persons, carers and staff in order to maximise people's independence. 5. Contribute towards the discharge planning in a multi professional environment when required. 6. Contribute towards the training and skills development of other social care staff and provide professional expert occupational therapy advice 	

7. Construct documents, reports and specialist assessments, as appropriate and required. E.g. Risk enablement plans, moving and handling assessment and plans, specialist equipment funding applications, housing assessments and recommendations for major adaptations.
8. Following appropriate training, participate in statutory duties and activities under the guidance and supervision of more experienced qualified staff.
9. Liaise with health and social care colleagues including private and voluntary organisations to ensure quality outcomes for people.
10. Carry out either solo or joint home visits with other professionals where appropriate and contribute to discharge planning in a multi professional environment, when required.
11. Participate flexibly in other team duties and activities as appropriate to qualifications and experience as designated by the line manager or supervisor.
12. Understand, maintain and apply current departmental policies to occupational therapy casework and work requirements.
13. Take up opportunities for relevant training specific to occupational therapy role and contribute effectively towards development of new systems, processes and ways of working.
14. To contribute to the mentoring of new workers and students on placement with the team, with support.
15. Undertake and implement health and safety risk assessments in relation to the provision of community based services and in relation to vulnerable adults.
16. Participate in duty systems in accordance with local practices, including responding to urgent situations and offering specialist advice and guidance to the Customer Service Centre and service advisers and colleagues within the multi-disciplinary team.

Please attach a structure chart

Date: 5.12.19 V2