JOB PROFILE

Post Title: Occupational Therapist

Post Number: A00558

The main purpose of the Occupational Therapist role is to provide a specialist service to people in the community and their carers, who are experiencing mental and physical disabilities, to enable them to live as independently as possible with optimal functional performance. This includes offering Occupational Therapy assessment and intervention aimed at enhancing function and preventing deterioration through reablement and the provision of specialist aids and adaptations. The Occupational Therapist will be employed by Shetland Islands Council but the role is part of a joint NHS Shetland and Shetland Islands Council Occupational Therapy Service, which comes under the Community Health and Social Care Directorate. They will also be required to work alongside a wider multidisciplinary context covering a range of health and social care agencies.

The duties of the Occupational Therapist include:

- To provide Occupational Therapy assessments of client/family/carer needs and environment, as part of the Community Health and Social Care Directorate procedures;

- To research, design and implement appropriate treatment plans to meet the assessed needs of the individual/group with a focus on reablement.

- To research and source appropriate equipment to meet the assessed needs of the individual/group and to evaluate the effectiveness of such;

- To assess for and facilitate minor adaptations;

- To assess for and develop detailed specifications for major adaptation work to architects, builders and individuals, including evaluation and modification of plans;

- To provide risk assessment, advice and education on manual handling issues in accordance with current legislation, to identified service users and their carers, on a one to one basis;

- To make professional decisions, taking account of the budgetary situation, local eligibility and funding criteria, and to provide information to clients on funding options for aids and / or adaptations; seeking supervision where required.

- To participate in the weekly duty system, demonstrating equipment within the Independent Living Centre and assessing/ prioritising new referrals according to degree of urgency using the National Eligibility Criteria.

- To maintain a timely recording of computerised client case notes, assessments and statistical information in accordance with local procedures and legal requirements.

- To take responsibility for work provided to the Occupational Therapy Aides, and provide day-to-day supervision of duties ensuring they function in a safe and responsible manner.

- To act as fieldwork supervisor to Occupational Therapy students on an annual basis.

- To participate in the development in respect of Community Care provision and the promotion of Occupational Therapy in the wider Shetland community. This will include participating in the development of departmental policies and procedures and quality assurance schemes;

From time to time, the Council may require the post holder to undertake duties outside those specified.

PERSON SPECIFICATION

Post Title: Occupational Therapist

Post Number: A00558

	ESSENTIAL	**DESIRABLE**
Personal features/qualities	Confident.	Able to work on own
	Self-motivated.	
	Good negotiator.	
	Able to work on own initiative	
	Ability to motivate others.	
	Assertive.	
	Diplomatic.	
	Ability to work as part of a team	
Relevant experience	Previous experience in health or care setting.	Experience of delivery of one to one and group training.
	Previous experience of working in a team	Familiar with computerised client records
		Supervision experience
Education	Honours degree in Occupational Therapy (or diploma equivalent).	Ability and willingness to successfully achieve RoSPA (or equivalent) manual handling and risk assessment training within 3 months.
	Moving and handling training.	Fieldwork supervisors training.
	Current state registration with Health and Care Professions Council.	BAOT membership.
	Evidence of CPD.	
Skills, Abilities and Knowledge	Knowledge and understanding of Occupational Therapy Code of Ethics.	Knowledge of a range of ADL equipment.

Knowledge of current health and social care legislation and professional issues

Awareness of a range of medical conditions and disease processes

Knowledge of a range of treatment techniques including reablement.

Excellent report writing and computer skills.

Excellent interpersonal skills.

Co ordination and organisational skills.

Must be physically able to undertake requirements of the job.

Ability to travel throughout Shetland at short notice and where public transport is limited

Knowledge of a range of minor and major adaptations

Allowances: Distant Islands Allowance
Evaluated Grade: J
Date of Evaluation: 04/03/2014
PVG Membership: Adults and Children
Disclosure Check: N
Date of Last Amendment: 14/11/2017

JOB PROFILE

Post Title: Occupational Therapist

Post Number: A00558

The main purpose of the Occupational Therapist role is to provide a specialist service to people in the community and their carers, who are experiencing mental and physical disabilities, to enable them to live as independently as possible with optimal functional performance. This includes offering Occupational Therapy assessment and intervention aimed at enhancing function and preventing deterioration through reablement and the provision of specialist aids and adaptations. The Occupational Therapist will be employed by Shetland Islands Council but the role is part of a joint NHS Shetland and Shetland Islands Council Occupational Therapy Service, which comes under the Community Health and Social Care Directorate. They will also be required to work alongside a wider multidisciplinary context covering a range of health and social care agencies.

The duties of the Occupational Therapist include:

- To provide Occupational Therapy assessments of client/family/carer needs and environment, as part of the Community Health and Social Care Directorate procedures;

- To research, design and implement appropriate treatment plans to meet the assessed needs of the individual/group with a focus on reablement.

- To provide specialist advice, reports, recommendations, education and training to groups and individuals, the health board, Social Care and other statutory and voluntary bodies;

- To research, source or design appropriate specialist equipment to meet the assessed needs of the individual/group and to evaluate the effectiveness of such;

- To asses for and develop detailed specifications for complex major adaptation work to architects, builders and individuals, including evaluation and modification of plans;

- Provide supervision to professional and non-professional members of the Occupational Therapy team, including responsibility for work provided to the Occupational Therapy Technician, and provide day-to-day supervision of duties ensuring they function in a safe and responsible manner. Act as fieldwork supervisor to Occupational Therapy students; and deputise for Occupational Therapy team leader as required;

- To contribute to development in respect of Community Care provision and take a lead role in promotion of Occupational Therapy in the wider Shetland community. This will include development of departmental policies and procedures and Evaluation and Quality assurance schemes;

- To provide specialist risk assessment, advice, education and training on Manual Handling issues in accordance with current legislation, to identified service users and their carers, on a one to one and group basis;

- To act as fieldwork supervisor to Occupational Therapy students on an annual basis and to assist other staff in developing their own skills in student education.

- To participate in the weekly duty system, demonstrating equipment within the Independent Living Centre and assessing/ prioritising new referrals according to degree of urgency using the National Eligibility Criteria.

- To make autonomous, professional decisions, taking account of the budgetary situation, local eligibility and funding criteria, and to provide information to clients on funding options for aids and / or adaptations; seeking supervision where required.

- To maintain a timely recording of computerised client case notes, assessments and statistical information in accordance with local procedures and legal requirements.

From time to time, the Council may require the post holder to undertake duties outside those specified.

PERSON SPECIFICATION

Post Title: **Occupational Therapist**

Post Number: **A00558**

	ESSENTIAL	**DESIRABLE**
Personal features/qualities	Confident. Self-motivated. Good negotiator. Able to work on own initiative in isolated setting. Ability to motivate others. Assertive. Diplomatic. Ability to work as part of a team	Creative.
Relevant experience	3 years previous Occupational Therapy experience. Delivery of one to one and group training in various treatment techniques. Experience of supervising professional and non professional OT staff, OT Technician and OT students. Experience of Care Management.	2 years previous experience in community setting. Familiar with computerised client records and stock control system.

Education	Honours degree in Occupational Therapy (or diploma equivalent).	Fieldwork supervisors training.
	Ability and willingness to successfully achieve RoSPA (or equivalent) manual handling and risk assessment training within 3 months.	BAOT membership
	Current state registration with Health and Care Professions Council.	
	Evidence of CPD.	.
Skills, Abilities and Knowledge	Knowledge and understanding of Occupational Therapy Code of Ethics.	Knowledge of “Swift” system
	Knowledge of current health and social care legislation and professional issues.	Specialist moving and handling skills.
	Knowledge of wide range of medical conditions and disease processes and treatment techniques.	
	Specialist assessment skills.	
	Excellent report writing and computer skills.	
	Excellent interpersonal skills.	
	Co ordination and organisational skills.	
	Must be physically able to undertake requirements of the job.	
	Ability to travel throughout Shetland at short notice and where public transport is limited	

Allowances: Distant Islands Allowance
Evaluated Grade: K
Date of Evaluation: 04/03/2014
PVG Membership: Adults and Children
Disclosure Check: N
Date of Last Amendment: 14/11/2017