



JOB OUTLINE	
JOB TITLE: Senior Practitioner - Occupational Therapy	JET CODE: 6565
DIVISION: East Lothian Health & Social Care Partnership	
SERVICE/BUSINESS UNIT: OT Service	
REPORTING TO: Team Manager	
RESPONSIBLE FOR: Advise, support and supervise professional and paraprofessional staff	
JOB PURPOSE: To provide a responsive and needs led occupational therapy service throughout East Lothian within the requirements of relevant legislation, national standards, policies and guidelines.	
MAIN DUTIES: <ul style="list-style-type: none"> • Take a lead role in the future development of the OT service and be an effective member of a forward-thinking team, providing a responsive and needs led service. • Work with a diverse group of stakeholders to promote and develop the service. • Provide an advanced level of practice that ensures appropriate services are provided to meet client needs within the Departmental policies and procedures. • Provide support, advice and liaison and joint working as required, to other services and agencies including Community Response Service, Home Care, Care at Home and Care Home providers, Health, Housing, RSL, Police and Fire Services and voluntary services. • Promote effective multi-disciplinary working and to provide professional leadership in multi-disciplinary and multi-agency situations. • Participate in the management and decision making for allocation of financial resources. • Provide training to paraprofessional and professional staff and other stakeholders as required. • Attend national meetings as required. • Contribute to the development of departmental policies and procedures as the service develops further. • Contribute to the setting up of measures to demonstrate performance outcomes to ensure a quality standard of service delivery. 	

- Provide reports to Management on future service development requirements, resource needs, service expenditure, equipment provision, number of service users, performance outcomes.
- Undertake supervision, support and provide professional advice to other Occupational Therapists within the service.
- Carry out joint assessments as required with Health and Social Care staff where the situation is complex and requires an advanced level of practice that ensures appropriate services are provided to meet client (and carers) needs within departmental policies and procedures.
- Contribute to, and where appropriate carry out, complex risk assessments in cases where a specialist professional occupational therapy assessment is required, to ensure that services are provided within the department's ethical and legal framework, for example, when a service user lacks capacity.
- Deputise in the absence of the manager at meetings, for example where professional representation /input is required.
- Participate in the client database system and contribute to the screening of referrals.
- Contribute to the professional development of the team and service
- Participate in the training of professional and paraprofessional staff and students from Health and Social Care.
- Demonstrate initiative and responsibility in the organisation and performance of work within the policy and practice framework of East Lothian Health and Social Care Partnership
- Authorised signatory for purchase of equipment. Monitor expenditure in conjunction with Service Manager.
- Monitor individual staff performance ensuring good practice and adherence to professional standards and council policy as directed by manager.
- Provide advice and information to individuals and groups about other services available and participate in the development of new policies, procedures and guidelines.
- Practice autonomously and be accountable for own professional practice.
- Contribute to improving the quality of service within East Lothian Health and Social Care Partnership

- Provide consultation /clinical expertise on matters relating to Specialist Occupational Therapy practise in regards to disability issues in a multi-disciplinary and multi-agency environment.

Any other appropriate duties, as requested by Management, commensurate with the grade for the post.

ESSENTIAL REQUIREMENTS FOR THIS ROLE

Qualifications/Experience:

- Qualification recognised by professional body – i.e. Dip/Bsc/Msc Occupational Therapy.
- Registration as an Occupational Therapist with Health and Care Professions Council (HCPC).
- Adult Protection Certificate level 2.

Disclosure Scotland:

- This role requires **PVG clearance** for regulated work with children and protected adults. ELC will submit a PVG application on behalf of the preferred candidate and receipt of the subsequent PVG certificate will be **required prior to commencement**.

Scottish Social Services Council:

- N/A.



PERSON SPECIFICATION		
Attributes	Essential	Desirable
Education, Registration & Training	<p>Qualification recognised by professional body – i.e. Dip/Bsc/Msc Occupational Therapy.</p> <p>Registration as an Occupational Therapist with Health and Care Professions Council (HCPC).</p> <p>Adult Protection Certificate level 2.</p> <p>Maintain Continuous Professional Development.</p> <p>This role requires PVG clearance for regulated work with children and protected adults. ELC will submit a PVG application on behalf of the preferred candidate and receipt of the subsequent PVG certificate will be required prior to commencement.</p> <p>As you are required to travel to manage a workload, you must hold a current driving licence and/or have access to a vehicle.</p>	<p>Relevant postgraduate award.</p> <p>Supervisory Management training.</p>
Previous Experience (Paid & Voluntary Work)	<p>Substantial experience of working with a broad range of client groups of which two must be Community based.</p> <p>Experience of liaising with and working collaboratively with other agencies.</p> <p>Working knowledge of technology in practise.</p>	<p>Post qualification experience of working in a health or Community Care setting.</p> <p>Involvement in service development.</p>
Knowledge/ Skills /Competencies	<p>Knowledge and understanding of underpinning legislation.</p> <p>Ability to advise, supervise and support less experienced staff on techniques and strategies to manage their practice and workload including risk management.</p> <p>Specialist knowledge of the full range of client groups in the Community.</p>	



	<p>Sensitivity to and awareness of emotional, physical and psychological needs of clients.</p> <p>Sound assessment skills to underpin needs led assessment. Highly developed practice underpinned by theory.</p> <p>Ability to practice autonomously and adhere to professional codes of practice and ethics.</p> <p>Ability to practice in a non- discriminatory way.</p> <p>Ability to deal with complex facts or situations requiring analysis, interpretation and comparison of a range of options in particular relation to technology enabled care solutions including telecare and other assistive technology.</p> <p>Skills in planning, organising and decision-making.</p> <p>Manage own workload and to work under pressure.</p> <p>Good time management and ability to prioritise.</p> <p>Ability to develop effective relationships with clients, carers, colleagues and service providers.</p> <p>Ability to identify and assess risk.</p> <p>Ability to contribute to strategic planning.</p> <p>Skills in management and analysis of data.</p> <p>Excellent interpersonal skills.</p> <p>Ability to travel throughout Lothian and occasionally out with to attend National meetings.</p>	
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Personal Qualities	<p>Effective verbal and written communication skills.</p> <p>Able to work as part of a team.</p> <p>Ability to work under pressure and on own initiative.</p> <p>Flexible, able to adapt to changing demands.</p> <p>Realistic approach to resource availability and use.</p> <p>Ability to recognise stress and to seek out appropriate coping strategies.</p> <p>Non-judgmental.</p> <p>Motivated.</p> <p>Ability to be innovative.</p>	<p>Empathetic.</p> <p>Interested in the rights and welfare of clients.</p>
Council Behaviours	<p>We are Person Centred</p> <p>We Initiate and Embrace Change</p> <p>We Strive to be the Best we can be</p> <p>We make things Happen</p> <p>We work Together</p>	