

Job Description & Person Specification

Job title Neuro Occupational Therapist

Directorate Care Operations - Icanho

Reports to Lead Occupational Therapist

Supervises Rehabilitation Assistants & Trainees

Purpose of the Job

- To provide specialist Occupational Therapy (OT) assessment and intervention for rehabilitation of clients, including support to return to work/study (vocational rehabilitation) following acquired brain injury (ABI).
- To work with carers/families as appropriate.
- To support and participate in the evaluation, development and integration of evidence-based practice [including relevant technology] within the OT department and wider Service.

Main Duties

Clinical Main Duties

- To exercise full professional responsibility for specialist ABI OT assessment, treatment and discharge of clients based upon the appropriate use, analysis and interpretation of data from a variety of sources, including valid outcome measures.
- To formulate and implement plans with the client, their family and/or carer for evidence-based treatment, including client centred goal setting and discharge planning.
- To ensure a high quality of treatment is delivered, using ABI experience and knowledge, clinical reasoning and reflective practice.
- To set goals and write reports in line with service policy/practice in a timely manner appropriate to the recipient and maintain the highest standards of clinical record keeping.
- To ensure that family and carers are involved with the rehabilitation process, providing education and training as required to maximise the clients' level of function and independence.
- To ensure that a high standard of flexible communication with clients, families, carers and outside agencies is maintained.
- To undertake risk assessment and risk management for individual clients and to provide advice to other professionals.
- To participate actively in the interdisciplinary and multi-agency meetings concerning the delivery and development of the clinical service for clients, and to provide specialist consultation, supervision and advice to other colleagues.
- To undertake visits to client's homes/local communities when clinically necessary

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- To act as key worker as required in relation to individual clients

Professional

- To evidence own personal and continuous professional development by undertaking relevant training, attending meetings and conferences relevant to your Personal Development Plan agreed with the Head of Department and in line with the strategic development for the service.
- Apply specialist skills and knowledge in order to establish professional competence and fitness to practice as a senior Occupational Therapist
- To maintain an up to date knowledge of relevant development and research in the field of acquired brain injury rehabilitation locally, nationally and internationally.
- Employ critical appraisal skills to evaluate research and participate in audit/research activities within the service
- To receive regular clinical professional supervision in line with Shaftesbury Policy and Procedures and Professional Guidelines. To adhere to all clinical governance policy and procedures.
- To adhere to professional OT standards and professional conduct and ensure an environment that is respectful to a client's dignity, culture and personal needs.
- To comply with all Shaftesbury Health and Safety policies in order to ensure that a safe working environment is maintained for clients, carers, staff and visitors.
- To be aware of current legislation e.g. POVA, (Safeguarding), Mental Capacity Act, Data Protection and the Disability Discrimination Act and their relevance to practice.
- To carry out additional duties and tasks that may be required within the range of the responsibilities of the post.

Management, Administration and Service Development

- To take responsibility for the supervision of rehabilitation assistants, and OT students with support from colleagues
- Ensure appropriate and safe use of occupational therapy resources and equipment.
- To participate in the evaluation and selection of new technology, equipment and resources for the service.
- Contribute to improvement of services including participation in audit and research activities.
- Monitor competencies of rehabilitation assistants and trainees and contribute to their development.
- Participate in the operational planning and implementation of policy and service development within the team.
- To carry out additional duties and tasks that may be required within the range of the responsibilities of the post.
- To support development of and take part in educational sessions, including presentations, for carers, families, employers and other agencies as required.

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Working Relationships:

Internal – All staff in the Brain Injury Rehabilitation Centre

External – ICB/CCGs, Social Care Services, Housing Departments, Education Services, Employment Services, Voluntary Organisations, Private Organisations, Lawyers and independent case managers, Local community resources as required. Other NHS and Voluntary Sector Mental Health Service

This job description and person specification is not exhaustive and amendments and additions may be required in line with future changes in the post holder's duties.

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Person Specification

Essential Experience

Education:

- Professional OT qualification
- HCPC registration
- Evidence of CPD

Experience:

- 2 years qualified exp of working with adults inc some experience working in ABI/neurology
- Experience of neuro-OT assessment and treatment of clients with ABI inc Stroke.
- Experience of Team working
- Knowledge of ABI Vocational rehabilitation
- Experience of supervising others
- Participation in audit /service improvement.
- Use of technology in relation to OT after ABI

Skills:

- Skills in the use of a range of assessments, interventions and management of relevant disorders
- Use of technology relevant to physiotherapy treatment
- Excellent communication –written and spoken
- Well-developed skills in communicating sensitive or complex information
- Critical appraisal and reflective practice skills
- Organisational and prioritisation skills
- Working with others to undertake service/quality improvement
- Presentation and teaching skills

Knowledge:

- Basic knowledge of the theory and practice of specialised assessment and therapies/ interventions after ABI inc facilitation of groups.
- Knowledge of neurology, the brain and brain injury
- Knowledge of ABI vocational rehab
- Basic knowledge of legislation in relation to people with Acquired Brain Injury, including MCA and DOLs.
- Sound understanding of clinical and information governance

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Personal:

- Self motivated
- Team player
- Organised
- Flexible
- Reflective
- Innovative/creative practitioner
- Willingness to learn & develop clinical skills
- Accountable
- Reflective practitioner
- Current driving licence and use of car

Desirable Experience

Education:

- Member of RCOT
- Members of relevant CENs/organisations

Experience:

- Experience working In community setting
- Experience of different cultural contexts
- Experience of interdisciplinary team working
- Experience delivering Vocational rehab
- Experience of providing consultation/specialist advice to other colleagues
- Interest in and/or experience of undertaking and audit and research.

Skills:

- Ability to work well with individuals at all levels both within and outside the organisation.
- Use of technology within assessment/therapy
- Splinting
- Undertaking audit and or research skills

Knowledge:

- Experience of delivering vocational rehabilitation

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General Information

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SAFEGUARDING

Shaftesbury is committed to safeguarding and promoting the welfare of adults, young people and children and expects all employees to share this commitment and follow our safeguarding policies and procedures.

EQUALITY AND DIVERSITY

Shaftesbury is an equal opportunities employer and positively encourages applications from suitably qualified and eligible candidates regardless of sex, race, disability, age, sexual orientation, gender reassignment, religion or belief, marital status, or pregnancy and maternity.

Shaftesbury aims to create and sustain an inclusive work environment which provides equality of opportunity for everyone and reflects the diversity of the communities we serve. The post holder is required to uphold the Equality and Diversity policy and comply with the code of conduct which sets out our standards of behaviour towards those who use our services or work within them.

CHRISTIAN ETHOS AND VALUES

The post holder must carry out all duties in a manner which is consistent with Shaftesbury values which are based on an inclusive Christian ethos.

POLICIES AND PROCEDURES

The post holder must also maintain the policies, procedures and practices of the organisation and as far as possible, must ensure that all activities within the work setting are consistent with those values, policies, procedure and practices.

CONFIDENTIALITY

The post holder must ensure that any information relating to employees, people supported and volunteers (future, current and past) is treated in strictest confidence and must be discussed only within the confines of the work setting with the appropriate members of the team or managers.

HEALTH AND SAFETY

The post holder must be familiar with Shaftesbury Health and Safety policies and guidelines. All work should be undertaken so as to be consistent with these, and so as to ensure own health and safety and that of others affected by their work.

**For further information or if you have any questions, please contact:
HRAdmin@Shaftesbury.org.uk**

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General Information

I have read and understood the job description outlined above. I confirm that I am capable of fulfilling the responsibilities and requirements of this role. I agree to perform the duties to the best of my ability and in line with the company's expectations.

Employee Signature: _____

Employee Name (Printed): _____

Date: _____