

ROYAL BOROUGH OF GREENWICH

JOB DESCRIPTION

DEPARTMENT: Health and Adult Services

POSTHOLDER

SECTION: Occupational Therapy

GRADE PO4

POST DESIGNATION (TITLE) Occupational Therapist

Purpose of Job:

The AOPs OT and Sensory Service residing in Adult Services aims to deliver high quality services to support to a range of vulnerable adults using a person-centred approach, focusing on the wellbeing, prevention, choice and control for individuals and maximising their independence. An integrated health and social care multi-disciplinary approach to assessment and service provision permits the most effective use of staff skills and knowledge, increases efficiencies and creates opportunities for timely support to service users.

Occupational Therapists are required to adhere to the College of Occupational Therapy Code of Ethics & Professional Conduct and the Health & Care Professions Council Standards of Proficiency (Code & Standards) within their role. An understanding of the practice areas appropriate to the level of Occupational Therapist is an integral part of this role.

To be responsible to .for:

- i) Professional assessments and care interventions within legislation and the COT and HCPC practice requirements
- ii) Manage, supervise and support staff as required
- iii) Contribute the skills, knowledge and performance of the OT team.

Manages up to ...8.directly managed staff.

Manages up to ...0...indirectly managed consultancy/contracting staff.

Main Duties:

- 1) To assess the needs of adults and to make recommendations and formulate care plans in line with assessed needs, for the provision of specialist equipment and/or complex major adaptations.
- 2) To undertake assessments in line with legislation, local and national policies, procedures, guidelines and eligibility criteria.

- 3) To manage and prioritise an allocated caseload, identifying and reducing/managing risks, exploring the most effective method of intervention and co-ordinating the provision and review of equipment/adaptations as appropriate.
- 4) To manage, supervise and support staff as necessary.
- 5) To work in partnership with colleagues in other council agencies and primary, secondary and tertiary organisations to provide services to people in need of complex equipment and adaptations.
- 6) To create and maintain accurate and contemporaneous service user records, as required by the relevant policies and procedures, good practice guidelines and professional bodies.
- 7) To provide specialist advice and information to a wide range of staff, service users and carers to promote and maintain independence and reduce/manage risk.
- 8) To undertake complex moving and handling risk assessments and provide appropriate equipment and training to service users and informal carers.
- 9) To manage conflict, address complex and contentious issues and find ways to resolve them with service users, carers or colleagues in a professional manner.
- 10) To maintain own competence to practice through continuing personal professional development and to contribute to the development of colleagues and the service as a whole.
- 11) To undertake any other work appropriate to the level and general nature of the post's duties, including service, staff and team development and arranging cover/ deputising for managers.
- 12) To take an appropriate role in performance management including financial performance and assist in data collection and in developing improvements.
- 13) To undertake all duties with due regard to the provisions of health and safety regulations and legislation, the Council's Equal Opportunities and Customer Care policies, and the New Technology agreement.
- 14) Undertake employee investigations and appeals in line with RBG's policies and procedures.

Designation of the Post to which the Post-Holder normally reports to: OT Advanced Practitioner