

## JOB DESCRIPTION & PERSON SPECIFICATION

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|---|--|
| Director Area: Adult Care and Community Wellbeing | Job Ref Number: 02810                            |
| Service Area: Adult Care                          | Grade: G9 (click <a href="#">here</a> for value) |
| <b>Job Title: Occupational Therapist Level 2</b>  |  |

### PURPOSE OF JOB:

Responsible for providing statutory professional occupational therapy as part of a team supporting adults with care and support needs to live independently in the community through provision of advice, retraining, equipment and adaptations to their lived environment. You will demonstrate through practice experience a commitment to strengths based practice and skills in supporting people to identify and build support networks to achieve their identified outcomes and maximise their independence, providing advice and support to carers.

This work is done in close collaboration with other specialist colleagues and agencies. Any activity will reflect service user's personal, social, cultural and economic needs and will relate to environmental factors that govern their lifestyle. You will be expected to work with autonomy managing a more complex case load and demonstrate a multi-agency approach integrating your practice with colleagues across the health and care sector. There is an expectation that the post holder will develop a special interest in a particular area e.g. moving and handling, learning disabilities, equipment, housing, transition and provide advice/support to peers when appropriate. Work may include travel outside the county.

### TEAM STRUCTURE:



### MAIN DUTIES:

The specific accountabilities of this role will be flexible and will change to meet the needs of the organisation as required but will include (or be equivalent in nature to) those listed below:

- 1 Establish therapeutic relationships with people who use services that understand the impact and long term consequences of disability. This may involve collaboration and consultation with colleagues in health and other agencies. Assessing people's needs including any non-social care needs e.g. housing, health care and work.
- 2 Manage a varied and complex caseload with supervision and advice from the Lead Practitioner at a level of complexity appropriate to the post holder's experience, and professional capability and be accountable for their professional practice.

|    |   |
|----|---|
| 3  | Undertake assessments on more complex cases in line with the Care Act 2014 to identify care and support needs adopting and promoting a strengths based approach to identifying, outcomes people want to achieve, opportunities for independence and identify solutions.   |
| 4  | Identify and assess needs holistically involving service users and carers. Planning and designing innovative solutions to maximise independence of people with disabilities.  |
| 5  | Able to work as part of a team offering support and specialist advice to colleagues and acting as a representative of occupation therapists as and when required.   |
| 6  | Develop person centred care and support plans which promote independence, rehabilitation and take due regard for the health and safety of people using services, informal carers and care workers.  |
| 7  | Supervise up to four non-registered social care practitioners (e.g. Equipment and Adaptations Officers or Moving and Handling Review Officers), including planning, allocation and checking of work including setting targets, dealing with day to day capability and conduct issues/ providing basic staff welfare and support/ identify training needs. |
| 8  | Supervise / mentor students or act as Practice Educator, where appropriate to Occupational Therapy students and mentor newly qualified OT's undertaking the preceptorship programme.  |
| 9  | Undertake moving and handling risk assessments according to the Moving and Handling policy, ensuring that the outcomes are appropriately recorded and the risks managed.  |
| 10 | Able to present cases in appropriate, suitable and concise manner and undertake the tasks required following the decision in a manner which assists progress and contributes to the positive reputation of the Directorate.   |
| 11 | Work in partnership with Agencies in relation to discharge, joint working, recommending services be provided by other agencies and establishment of joint care packages.  |
| 12 | Ensure case files and records are accurate in line with Directorate policies and procedures.  |
| 13 | To work within and act in accordance with Lincolnshire County Council Adult Care policies and procedures including Lincolnshire's Safeguarding policies and Procedures.   |
| 14 | The post holder may be expected to concentrate on specific areas of work arising from organisational need. This includes developing a special interest in a particular area of practice.  |

#### PERSON SPECIFICATION

| Requirements   | Where identified* | Essential | Desirable |
|--|-------------------|-----------|-----------|
| Professional Occupational Therapy qualification e.g. Diploma or Degree in occupational therapy | A,I               | ✓         |           |
| Current HCPC occupational therapy registration.  | A,I               | ✓         |           |

|   |         |   |   |
|---|---------|---|---|
| Minimum of 2 years post qualification practice experience.  | A       | ✓ |   |
| Ability to enable and support the professional development of colleagues through supervision and mentoring  | A, I    |   | ✓ |
| Demonstrable commitment to continuous professional development.   | A,I     | ✓ |   |
| Enhanced knowledge of relevant legislation underpinning statutory adult care practice and occupational therapy.   | A,I,T   | ✓ |   |
| Demonstrate values that promote wellbeing, challenge oppression and discriminations and empower people to live well.  | I       | ✓ |   |
| Working knowledge of occupational therapy theory and research and its application to practice.  | I,T     |   | ✓ |
| Interpersonal, verbal and written communication skills.   | I,T     | ✓ |   |
| Analytical assessment skills.   | I       | ✓ |   |
| Knowledge of disability issues.   | A, I    | ✓ |   |
| The ability to work autonomously in identifying and addressing need and risk.   | I       | ✓ |   |
| Ability to work as part of a team, learning from and contributing to the development of others.   | I       |   | ✓ |
| Organisational and administrative skills necessary for managing a more complex caseload.  | A, I, T |   | ✓ |
| Ability to co-ordinate the review of service provision against identified needs.  | I       |   | ✓ |
| Ability to secure change in practice through constructively challenging individuals and services.   | I,T     |   | ✓ |
| Ability to promote the social inclusion of adults and families you work with.   | I       |   | ✓ |
| In accordance with Part 7 of the Immigration Act 2016 (Fluency Duty), the ability to converse at ease with customers and provide advice in accurate spoken English. | I       | ✓ |   |

## **GENERAL**

The postholder is required to take personal responsibility for contributing to organisational transformation and changes in ways of working, maximising the benefits and efficiencies for both internal and external customers, including the promotion and use of self-service to achieve maximum cost effectiveness.

The postholder is expected to work to the [Lincolnshire County Council Core Values and Behaviours](#) and to carry out the duties in accordance with Lincolnshire County Council policies.

**Other Duties** - The duties and responsibilities in this job description are not exhaustive. The post holder may be required to undertake other duties within the general scope of the post. Any such duties should not substantially change the general character of the post. Duties and responsibilities outside of the general scope of this grade of post will be with the consent of the post holder.

**Safeguarding** - All employees need to be aware of the possible abuse of children and vulnerable adults and if you are concerned you need to follow the Lincolnshire County Council Safeguarding Policy. In addition employees working with children and vulnerable adults have a responsibility to safeguard and promote the welfare of children and vulnerable adults during the course of their work.

**Job Details:**

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|----------------------|--|
| <b>Job Title</b>     | Occupational Therapist Level 2         |
| <b>Identifier</b>    | 02810                                  |
| <b>Director Area</b> | Adult Care and Community Wellbeing     |
| <b>Service Area</b>  | Adult Frailty and Long Term Conditions |
| <b>Section</b>       |  |
| <b>Date</b>          | 27/06/2019                             |
| <b>Score</b>         | 542                                    |
| <b>Grade</b>         | Grade 9                                |
| <b>Description</b>   |  |

**Factor Levels:**

|  |     |
|--|-----|
| <b>Supervision/ Management Of People</b> | 3.1 |
| <b>Dispersal Awarded</b>                 | Yes |
| <b>Creativity &amp; Innovation</b>       | 4   |
| <b>Contacts &amp; Relationships</b>      | 5   |
| <b>Decisions - Discretion</b>            | 3   |
| <b>Decisions - Consequences</b>          | 2   |
| <b>Resources</b>                         | 1   |
| <b>Work Demands</b>                      | 3   |
| <b>Physical Demands</b>                  | 2   |
| <b>Working Conditions</b>                | 2   |
| <b>Work Context</b>                      | 3   |
| <b>Knowledge &amp; Skill</b>             | 5   |