

HFR-3002
Job Description
Occupational Therapist (Band 6)

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Job Description – Occupational Therapist (Band 6)

Job Title:	Occupational Therapist (Band 6)
Reports to:	Registered Manager/ Head of Healthcare
<p>Main function of the job: (Note: In addition to these functions, employees are required to carry out such duties as may reasonably be required).</p> <ul style="list-style-type: none"> • To clinically supervise and lead the Band 5 Occupational therapists within Kent and Medway. • To work in participation with all members of the management team to ensure a safe and quality led service is delivered. • To complete assessments on patients and make recommendation and give support and guidance. • To participate in ongoing training programmes for all staff within the organisation as required. • To assess the skills and competence of a team of personal nursing assistants to ensure standards of care are within a safe and competent standard 	
Location:	Kent and Medway
Main Duties (not in any order of priority):	Management:
	1. To provide clinical supervision for Occupational Therapy Staff members on an individual and group basis.
	2. To audit Occupational therapy assessment procedures and provide feedback to service managers and the Head of Healthcare.
	3. Create and uphold an open, positive and inclusive management culture.
	4. Able to interpret and comply with professional codes and conduct and Company operational policies and procedure.
	5. Share in the development of strategic plans for Hilton Nursing Partners.
	6. Participate in the evaluation of Hilton Nursing Partners programmes against agreed organisational and clinical goals, as well as business and quality objectives.
	Work autonomously to the needs of the service
	8. Maintain accurate staff records

Main Duties (not in any order of priority):	Clinical Responsibilities:
	1. Keeping up-to-date with the latest care and treatment methods within the specialist clinical fields that the organisation is registered to deliver.
	2. To provide tutorial support for staff as required.
	3. To assist staff in the production of bespoke, person-centred support programmes for patients within scope of practice
	4. Assist the development of the philosophy, goals and objectives for the patients under the support of Hilton Nursing Partners.
	5. Communicate effectively and efficiently any change in condition to ensure patients receive appropriate treatment and support within scope of practice.
	6. Carry out ongoing assessments related to continuing care and change of placement.
	7. Receive and respond to requests for advice and support from Occupational therapists, PNA's and all significant others i.e. client's, families and relevant professional's.
	8. Assess and review patients, plan, implement and review, patient centred care
	9. Delegate safely, appropriately to team members
	10. Support the creation and maintenance of a culture of performance and excellence through staff delivering clinically bespoke care and support.
	11. Make referrals to other statutory and non-statutory agencies ensuring effective communication at all times, provide supporting information and act as client advocate. When necessary, use negotiating skills to arrive at a suitable outcome.
	12. Able to interpret and comply with professional codes and conduct and Company operational policies and procedures.
	13. Provide and holistic, person centred approach
	14. Ensure that accurate patient records are maintained in accordance with legal and professional requirements.
	15. Provide skilled Occupational Therapy to clients in the community, adapting to a changing workload throughout the day.
16. Contribute to quality assurance and audit activity as necessary and appropriate in line with Clinical Governance.	

Educational and Development Responsibilities:	
	1. Work within the College of Occupational Therapy code of conduct and professional guidelines at all times.
	2. To participate in formal induction programmes for new staff, delivering training about the educational specialism.
	3. To review in collaboration with the registered manager the effectiveness of training programmes and make adjustments accordingly.
	4. Assist the development of the philosophy, goals and objectives for the care and practice.
	5. Maintain an up-to-date knowledge base and skill development that reflects local need and an evidence based approach to practice. To develop competencies in a range of clinical skills encompassing some of the specialities needed for working within the community setting
	7. Maintain mandatory training
	8. To contribute to the safe and competent use of all equipment/aids used, and to ensure that all staff are competent in their use

Professional:	
Main Duties (not in any order of priority):	1. To maintain registration within their specialist discipline. i.e Occupational Therapist
	2. Encourage innovative methods for the delivery of care.
	3. Seek opportunities for personal and professional growth subject to approval
	4. Attend and contribute to professional supervision
Working Hours:	4 x 12 hour shifts on duty followed by 4 days off on a rolling rota
Qualifications Required:	Occupational Therapy qualification and current registration with the HCPC