

<b>Job Family:</b>	<b>Delivery – Front Line – Professional knowledge</b>	<b>Grade:</b>	<b>8</b>
<b>Job Title:</b>	<b>Occupational Therapist</b>	<b>Directorate:</b>	<b>People</b>
<b>Date:</b>	<b>8<sup>th</sup> January 2017</b>	<b>Version:</b>	<b>1:1</b>
<b>Role Profile - Details Specific to Job Family</b>			
<p>These roles would be regarded as “front line” service delivery roles. Here, role holders are directly accountable for performance, often through the direct control of significant resources or through managed contracts. These roles may also deliver some of their results through collaborative working with co-producers or other third party agencies.</p> <p>At the lower levels, operational managers may oversee a department or team and at the lowest levels, direct contact with service users will be a common feature of roles in this job family. At the higher levels, they may be in charge of a department, large operational area or the management of significant contracts and may be ultimately accountable for ensuring compliance with statutory obligations.</p>			
<b>Role Profile - Details Specific to Grade</b>			
<p>Will have accountability for achieving clearly specified and measurable results either personally or through the leadership of a team. Will be dealing with complex problems and issues within the boundaries of technical or professional skill and knowledge. Will make recommendations on procedural improvements and other initiatives to enhance team performance.</p> <p>Roles requiring a level of professional expertise to deliver a front line service.</p>			
<b>Brief Description of job role and department</b>			
<p>Occupational Therapist's work to promote social change, problem solving in human relationships and the empowerment of people across the lifecourse. Occupational Therapy employs theories of human behaviour, and social systems to ensure that vulnerable adults and children are safeguarded. Occupational Therapists intervene with children and adults, individual and families and will work alongside other professionals to achieve positive outcomes. As Allied Health Professionals, Occupational Therapists apply social and medical clinical reasoning, analyse complex information, identify and assess risk, form professional judgments and plans to support the required outcomes. Occupational Therapy is underpinned by legislative frameworks, along with national and local policies relevant to the service sector including the principles of human rights, social justice and disability empowerment. Fundamental to the role, Occupational Therapist's limits the effect of disability by promoting and achieving the maximum potential levels of safe independence in all aspects of daily living, to enable the individual to live a full life within their environment and community.</p> <p>In the Occupational Therapy role the professional can progress to practicing effectively, exercising higher quality judgements, in situations of increasing complexity, risk, uncertainty and challenge. Through growing understanding they expect and anticipate, but do not prejudge, the issues that may develop. They have greater confidence and independence (whilst accessing support when needed), and use their initiative to broaden their repertoire of responses; they have expertise in one or more areas of practice, need to be familiar with disability and resource networks, also be recognised by peers as a source of reliable knowledge and advice.</p>			
<b>Representative accountabilities</b>			
<ul style="list-style-type: none"> <li>• Deliver service activities and manage caseloads to ensure intended outcomes for customers and the Council are delivered within agreed service standards.</li> <li>• Identify and implement improvements in own work area in order to deliver continuous service improvement and improved outcomes to customers.</li> </ul>			

- Liaise with customers to review service requirements and resolve problems.
- Keep up to date with changes in policy/legislation/contractual requirements in order to ensure service delivery is effective and complies with appropriate regulations.

#### **Budgetary accountabilities**

1. Accountable for efficient, effective and economic use of resources. Demonstrating value for money. Reasonable and practicable, appropriate and necessary recommendations for use of finances and people resources, e.g. techniques, equipment, adaptations..

#### **Specific accountabilities**

1. Occupational Therapists must be registered with the relevant regulatory bodies and be responsible for maintaining the requirements as set out by the professional bodies to remain registered as a practicing Occupational Therapist. (State registration – HCPC and College of OT).
2. Occupational Therapists must practice in accordance with the professional standards and code of ethics and uphold Occupational Therapy values at all times.
3. Occupational Therapists will practice in a way which upholds the principles of human rights and equalities. They will recognise and respond to the effects of oppression, discrimination and poverty and act in a culturally competent manner. They will have a sound understanding of the law and be able to apply legislation, conventions and policies which apply. .
4. Occupational Therapists recognise the fundamental principles of human rights and equality, and that these are protected in national and international law, conventions and policies. They ensure these principles underpin their practice. Occupational Therapists understand the importance of using and contributing to case law and applying these rights in their own practice. They understand the effects of oppression, discrimination and poverty.
5. Occupational Therapists understand psychological, social, cultural, spiritual, physical aspects and the impact of disability within their environment which influences people; human development throughout the life span and the legal framework for practice. They apply this knowledge in their work with individuals, families and communities. They know and use theories and methods of Occupational Therapy practice.
6. Occupational Therapists apply curiosity, critical thinking and analysis in their practice. They will be able to demonstrate this both in verbal and written form. They use Occupational Therapy theories and methods along with research based evidence and practice experience to intervene with people and inform their analysis, clinical reasoning and professional judgement.
7. Occupational Therapists engage with individuals, families, groups and communities, working alongside people to assess and intervene. They enable effective relationships and are effective communicators, using appropriate skills. Using their professional judgement, they employ a range of interventions: promoting independence, providing support and protection, taking preventative action and ensuring safety whilst balancing rights and risks. They understand and take account of differentials in power, and are able to use authority appropriately. They evaluate their own practice and the outcomes for those they work with.
8. Occupational Therapists are informed about and pro-actively responsive to the challenges and opportunities that come with changing social contexts and constructs. They fulfil this responsibility in accordance with their professional values and ethics, both as individual professionals and as members of the organisation in which they work. They collaborate, inform and are informed by their work with others, inter-professionally and with communities.
9. Occupational Therapist s will identify their continuing professional development needs and actively engage in activities which will support this. They will support a culture of continued professional learning and identify and engage in opportunities to support learning.

**Person specification (knowledge, skills, experience and behaviours required in the role)**

1. Occupational Therapy qualification and to be able to meet the requirements of the HCPC the Occupational Therapy regulator and the College of Occupational Therapy.
2. A current valid UK driving licence and the use of a car for work, with valid insurance covering business use. Ability to travel around the borough and visit people in their homes and communities.
3. Demonstrate an effective and active use of supervision and appraisal for accountability, professional reflection and development
4. Demonstrate a critical understanding of the application to Occupational Therapy of research, theory and knowledge
5. Demonstrate a critical understanding of the legal and policy frameworks and guidance that inform and mandate Occupational Therapy practice, recognising the scope for professional judgement. (Relating specifically to the area in which this post works)
6. Demonstrate a critical knowledge of the range of theories and models for Occupational Therapy intervention including the impact of congenital, traumatic or chronic conditions affecting everyday life in the individual's environment, facilitate interventions using techniques, equipment, adaptations and support, to sustain the maximum potential level of independence. To demonstrate a working knowledge of key concepts of attachment, separation, loss, change and resilience across the life course and the ability to make evidence informed judgements
7. Understand forms of harm and their impact on people, drawing on concepts of strength, resilience, vulnerability, risk and resistance. Recognise the factors that create or exacerbate risk and contribute to the assessment and management of risk. Be able to identify appropriate responses to safeguard vulnerable people of all ages and promote their wellbeing
8. Be able to demonstrate use of Occupational Therapy methods, models and tools, to promote positive change, independence and to prevent harm, in doing so demonstrate value and take account of the expertise of service users, carers, and professionals
9. Understand the authority of the Occupational Therapy role and use this appropriately and confidently as an accountable professional,
10. Demonstrate skills in sharing information appropriately and respectfully and recognise lines of accountability and the boundaries of professional autonomy and discretion.
11. **HCPC** registration body underpinning the role and expectations of an Occupational Therapist in the People Directorate.

Links: HCPC:

<http://www.hcpc-uk.org/aboutregistration/standards/standardsofconductperformanceandethics/>

Standards of proficiency - Occupational therapists – these are the standards which every occupational therapist must meet in order to become registered. Once registered, occupational therapists must continue to meet the standards of proficiency that are relevant to their scope of practice - the areas of their profession in which they have the knowledge and skills to practise safely and effectively. HCPC audit.

These standards were effective from 1 March 2013 and revised in January 2016.

Standards of conduct, performance and ethics (SCPE). They state in broad terms the behaviour expected of registered professionals. They help HCPC make decisions about the character of professionals who apply for registration and HCPC use them if someone raises a concern about a registrant's practice. For service users they outline what the public should expect from their health and care professional.

12. **Royal College of OT** professional body underpinning the role and expectations of an Occupational Therapist in the People Directorate.

Links: Professional Body the College of OT Professional Standards and Code of Ethic :

<https://www.cot.co.uk/standards-ethics/standards-and-ethics>

The standards are underpinned by legislation, national policy and HCPC regulation requirements. They have been produced in alignment, and should be read in conjunction with each other.

Professional standards raise the quality, safety and effectiveness of occupational therapy, will enable all occupational therapy staff to monitor and improve their practice and demonstrate to others the quality of service that can be expected from occupational therapists.

The Code of Ethics and professional conduct is a statement of the values and principles set by the College describing a set of behaviours and values to promote and maintain good and safe professional practice in occupational therapy. It applies to all members, associate members, students and is available for reference by service users, employers and commissioners.

- [Download the Professional Standards for Occupational Therapy Practice \(2017\)](#)
- [Download the Professional Standards Audit Form](#)
- [Download the Code of Ethics and Professional Conduct for Occupational Therapists \(2015\)](#)
- [Download the College of Occupational Therapists Code of Continuing Professional Development](#)

### **13. LBS Core Behaviours**

#### **1. Customer focus**

- Demonstrates commitment to high quality public services
- Focuses on solutions
- Looks to make things work whenever possible and has a 'can-do', tenacious approach

#### **2. Business-like**

- Is adaptable and flexible in providing services in a changing environment
- Works in an effective and timely way and encourages others to do so
- Keeps up to date and responds to new ideas

#### **3. Teamwork**

- Takes personal responsibility
- Changes priorities, work pattern or focus when required to deliver the best service
- Updates team regularly and actively shares skills and knowledge

#### **4. Communications & resource management**

- Listens well and looks to resolve potential customer problems or needs
- Represents the Council in a positive light
- Manages time well and understands that it is an important resource for the Council

1. Demonstrable willingness to participate in training, student and staff development relevant to the role and to take advantage of learning opportunities and apply learning
2. High degree of competence in use of IT.
3. Carry out all duties in accordance with all the council and directorate policies and procedures, implementing and promoting and ensure that members of staff within the team are complying with these standards.
4. Ensure all health and safety standards are adhered to for the relevant work area.
5. Apply diversity and equal opportunities policies in the workplace. Ensure all health and safety standards are adhered to for the relevant work area.