

Kent County Council

Job Description: *Senior Practitioner Occupational Therapist*

Directorate:	Children, Young People and Education
Unit/Section:	Children's Social Services
Grade:	KSI
Responsible to:	Service Manager

Purpose of the Job:

Provide a consultative/supervisory service to an area occupational therapy team, through the provision of professional expertise, skills and advice to enable an effective, safe and high-quality children's occupational therapy service that meets agreed existing and new policies, procedures and practices.

Manage a caseload of complex major equipment and adaptation cases which requires a high level of specialist expertise.

The post holder should be working in line with the Kent County Council Social Care Capabilities Framework.

Main duties and responsibilities:

- Manage a complex caseload of disabled children, providing specialist assessment and clinical reasoning skills to identify appropriate solutions for housing adaptations and equipment issues, and taking responsibility for updating these skills to ensure continuous professional development in OT practice.
- Provide a high-quality resource of professional occupational therapy expertise and knowledge to include casework supervision, case conference, audit and reviews, regular meetings etc, and to the various agencies carrying out adaptation and equipment provision to ensure the delivery of a high standard of service.
- Monitor and evaluate the performance of a group of Occupational Therapists /Assistants in accordance with agreed procedures and the criteria laid down in the Social care Competency Assessment Framework Career Grade Scheme to maintain high practice standards and enable the continued development of professional skills and expertise that meet service needs.
- The Senior Practitioner Children's OT is responsible for the day-to-day operational management of the locality NorthWest Kent, SouthWest Kent or NorthEast or SouthEast locality areas.

- The Senior Practitioner Children's OT is responsible for maintaining screening target times and case allocation times within a locality.
- The Senior Practitioner Children's OT will be responsible for supervision and professional development of children's OT staff within the locality.
- The Senior Practitioner Children's OT will ensure they are up to date with Kent County Council Management policies and directives and ensure they regularly update their management skills and performance in line with Kent Manager requirements.
- Contribute to the development and maintenance of effective strategies, procedures and practices to ensure compliance with performance monitoring requirements.
- Act if required as a Practice Educator to support student placements.
- Liaise regularly with peer colleagues throughout the Directorate to ensure OT staff deliver existing and new practices consistently and to a high standard across the Directorate.
- Contribute to the development of existing and new initiatives through the attendance on working groups, multi-agency forums, training courses etc and acting as lead for identified pieces of Directorate initiatives, e.g., Liberi, Disabled Children's service policy and procedures, and research work to develop effective working practices that meet service requirements.
- Maintain awareness of change in legislation and related policies and practices and ensure all OT and multi-agency partners and staff are also informed of these changes to enable consistent and timely implementation.
- Ensure that information systems and records are effectively maintained to provide reliable, up to date and accurate information within their locality, including the monitoring of expenditure as required by the OT Team Leader and the collation of activity level data. This will include reference to the Directorate (County Council) Policy, and financial procedures for auditing purposes.

Footnote: This job description is provided to assist the job holder to know what their main duties are. It may be amended from time to time without change to the level of responsibility appropriate to the grade of post.

Kent County Council

Person Specification: *Senior Practitioner Occupational Therapist*

The following outlines the criteria for this post. Applicants who have a disability and who meet the criteria will be shortlisted.

Applicants should describe in their application how they meet these criteria.

	CRITERIA
QUALIFICATIONS	• Diploma or degree in Occupational Therapy • Registered with the Health and Care Professions Council
EXPERIENCE	• Extensive experience in occupational therapy within Social Services or the Health Service or related voluntary organisations with post qualification experience • Joint working with District Councils, Health Authorities, other Directorates e.g. Kent County Council Supplies and external bodies, including voluntary organisations • Supervision and developing qualified and non-qualified staff • Experience of casework spanning a range of difficulty
SKILLS AND ABILITIES	• Able to contribute to and lead Working Groups etc and disseminate information consistently across the Directorate • Effectively plan, organise and evaluate workload • Act as mentor and demonstrate teaching skills • Able to assess effectively the performance and development needs of the OT staff • Contribute to a range of projects including training initiatives • Effective negotiating/interpersonal skills • Computer literate • Contribute to research and monitor effectiveness of multi-agency functioning • Work to tight deadlines and with limited resources • Ability to travel across a wide geographical area in a timely and flexible manner at various times of the day
KNOWLEDGE	• A detailed working knowledge of the National Assistance Act 1948, The Chronically Sick and Disabled Persons Act 1970, the Disabled Persons Act 1986, Local Government & Housing Act 1989, The Children Act 1989, the NHS Reform and Community Care Act 1990, the Disability Discrimination Act 1995, the Carers Recognition and Services Act 1995 and The Housing Grants: Construction and Regeneration Act 1996 • Detailed knowledge of directorate and corporate policy, procedures and practice e.g. Home Support funding for adaptation work • Knowledge of Financial Regulations • Familiarity with recent research and government and corporate initiatives, e.g. Best Practice Review, Quality Protects - Transforming Children's Services, Working

	Together, 'Combined Approach', Every Child Matters and NSF for Children • Understanding/knowledge of occupational therapy issues • Management information systems
PERSONAL QUALITIES	• Discretion, and diplomacy • Good interpersonal skills • Commitment to Equal Opportunities • Professionalism in line with OT code of conduct • Leadership ability • Energy/enthusiasm • Flexibility • Enjoy working in a changing environment
KENT VALUES AND CULTURAL ATTRIBUTES	Kent Values: • We are brave. We do the right thing, we accept and offer challenge • We are curious to innovate and improve • We are compassionate, understanding and respectful to all • We are strong together by sharing knowledge • We are all responsible for the difference we make Our values enable us to build a culture that is: Flexible/agile - willing to take (calculated) risks and want people that are flexible and agile Curious - constantly learning and evolving Compassionate and Inclusive - compassionate, understanding and respectful to all Working Together - building and delivering for the best interests of Kent Empowering - Our people take accountability for their decisions and actions Externally Focused - Residents, families and communities at the heart of decision making