Kent County Council

Job Description: *Senior Practitioner Occupational Therapist*

Directorate: **Adult Social Care and Health**

Unit/Section: **Older People/Physical Disability**

Grade: **KSI**

Responsible to: **Team Manager**

Purpose of the Job:

Provide a clinical practice and supervisory service to both registered and non-resgistered staff within the OT and KEaH team ensuring effective safe practice and adherence to the operating framework for Occupational Therapy and related policies, procedures and practice guidance. Fostering team cohesion and collaboration to develop a positive and supportive working environment. Work with local social care and health systems to ensure a comprehensive service of prevention and intervention for all areas of occupational therapy business covering current and future business demand in accordance with legislative requirements, corporate and directorate policies and practices.

Main duties and responsibilities:

1. Provide a practice and supervisory support to a team of registered and non-registered OT staff ensuring that eligible needs are identified and intervention plans are developed in accordance with relevant legislation and local policy.

2. To provide day to day support and ensure high quality clinical supervision and caseload management is available for all Occupational Therapy staff to ensure Occupational Therapy practice standards are maintained and adhered to. Monitor staff performance, using supervision and case load review using appropriate IT systems.

3. Hold, as required, a small highly complex caseload of clients that require a high level of expertise and specialist input.

4. To support the practice development of staff in order to ensure they are able to fulfill the changing demands of the service whilst maintaining current practice requirements in accordance with their professional body.

5. Support the Operational Manager to manage the everyday occupational therapy business as required to meet business need and providing feedback on the team where appropriate.

6. Manage workflow within the team including the allocation of cases and managing the list management effectively.

7. Act as professional expert for colleagues and other stakeholders, providing advice, guidance and signposting of Occupational therapy related cases. Triage all OT referrals to facilitate the appropriate referral pathway and priority, to ensure a timely response. This will include attendance at Integrated Triage meetings.

8. Provide high level professional clincial guidandance to KeaH staff to support effective enablement and ongoing support packages as required. Providing support to enablement training as appropriate.

9. Support the Operational Manager with recruitment.

10. Engage in professional and clinical supervision with the Operational manager Occupational Therapist to ensure Occupational Therapy practice standards are maintained and adhered to.

11. Contribute to monitoring of the Community Equipment and Telecare budgets and the Home Support fund by ensuring that cost effective solutions are provided which meet the needs of the client and optimise the use of all resources.

12. Initiate, participate and develop close, joint and integrated working with a wide range of teams, partner organisations and other parties to ensure Indiviuduals are supported appropriately to meet their needs utlising a strengths based approach.

13. Promote good customer care practices, uttilising good communication and time management to assist with initial stages of complaints utilising problem solving strategies and reporting to Operational Manager..

14. Work flexibly to accommodate senior rotas as required across the business

15. Support and encourage student education in the team and work in partnership with the local university to support the education programme of occupational therapy students

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

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Person Specification: *Senior Practitioner Occupational Therapy -*

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

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

	CRITERIA
QUALIFICATIONS	• Degree/Diploma in Occupational Therapy • Up to date registration with the HCPC • Competent to work at the Experienced Practitioner level of the Social Care Capabilities Framework for Registered Workers • Completed or working towards completion of Kent Manager
EXPERIENCE	• Significant diverse post qualification experience, in Social care, Health related agencies or related private or voluntary organisation, of a magnitude that enables the post holder to have achieved the relevant level of the Competency Framework • Joint working with partner agencies • Supervision and development of registered and non-registered staff.
SKILLS AND ABILITIES	• Ability to communicate effectively with clients, carers, colleagues and partner agencies through written and verbal communications • Ability to build and develop effective working relationships across a wide range of internal and external partners • Ability to prioritise, forward plan and work effectively on own initiative as well as part of a team • Supervision, management, mediation and negotiation skills • Ability and commitment to support the Directorate's Equality and Diversity Policy Statement which is an integral part of the Directorate's service delivery • Understanding and application of performance monitoring requirements • Demonstrate understanding and application of proactively influencing and peer challenging service providers and health and social care partners • Demonstrate ability to explore alternative services to meet eligible needs and a positive approach towards meeting outcomes and promoting independence • Ability to act as a mentor and demonstrate teaching skills. • Ability to contribute to and lead working groups and dissemination of information consistently across the directorate. • Effective interpersonal and negotiation skills in order to communicate effectively with clients, colleagues and partner agencies. • Ability to travel across a wide geographical area in a timely and flexible manner to ensure the needs of the service are met, including evening and weekend working when required.

KNOWLEDGE	• A detailed working knowledge of the relevant legislation relating to the provision of equipment and adaptation service to disabled people • Detailed knowledge of directorate and OT policy, procedures and practice • Good working knowledge of adult safeguarding issues. • Familiarity with recent research and government and corporate initiatives, • Good working knowledge of Financial procedures relevant to the job
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 (If this document is being used for recruitment purposes, examples of Behaviours which support the Kent Values will need to be demonstrated within the context of this post)