

Kent County Council

Job Description: *Occupational Therapist*

Directorate: Adult Social Care and Health

Unit/Section: Mental Health

Grade: KR9

Responsible to: Team Leader

Purpose of the Job:

Provide robust intervention for all Occupational Therapy business across the Community Mental Health team as designated by the Team Leader, according to business need, demand and development of new ways of working. Deliver all aspects of OT business in Social Care (as defined in the Occupational Therapy Social Care framework) whilst also embracing leading and influencing change of approach and use of a new script for all colleagues, to promote a culture of early intervention and prevention whilst promoting maximising independence for the service users and improving their outcomes.

Work with clients requiring short term intervention of varying levels of complexity, requiring Social Care Occupational Therapy assessment and intervention, using a preventative approach to maximise independence. Identify needs and a programme of enablement through functional assessment and where necessary equipment and adaptations, contribute to creating appropriate care and support plans, considering any requirements under the Care Act and other relevant legislative and policy frameworks.

Main duties and responsibilities:

- Conduct Occupational Therapy functional assessments (including where appropriate self-assessments and complex carers assessments), to establish people's abilities, strengths, support networks, difficulties and dependencies in order to provide a range of interventions and identify current unmet eligible needs and outcomes (i.e. equipment, adaptations, housing needs, income maximisation, domiciliary support, residential care) to help the person optimise their independence. Carry out environmental assessments to understand what is impacting on a person's functional performance.
- Following a period of assessment, and identification of a person's eligible needs, identify occupational focused goals that may contribute to the development of a specialist care and support plan, providing clinical reasoning and risk assessment to support the case. Work on employment and occupational skills and with colleagues to deliver a full range of occupational therapy intervention in social care, including support to agree goals and outcomes to overcome barriers to independence including equipment and adaptations.
- Arrange for the delivery and trial of specialist equipment demonstrating effective use of resources by utilising recycled items. Comply with risk assessment policies as required by the Directorate and in line with MHRA guidance.

- Undertake other duties appropriate to your role. This will include full participation in the duty rota.
- Where appropriate to the role, undertake enquiries into safeguarding and self - neglect concerns following consultation and direction by the locality designated senior officer, ensuring adherence to the requirements of the Care Act and multi-agency safeguarding protocols.
- Provide a range of written and verbal reports to inform multi agency decision making including risk.
- Work collaboratively with partnership agencies including health, housing and the voluntary sector, in order to support integration initiatives, promote better housing strategies and deliver Disabled Facilities Grants to promote achieving the best outcomes for clients.
- Provide Occupational Therapy specific information, advice and guidance (for example to carers, promoting self-purchase, health promotion) and support carers to continue to optimise independence.
- Identify and refer any concerns to other the relevant specialist teams to ensure that clients are fully supported as required.
- Provide professional advice and support to staff in the team, across the Directorate and multi-agency staff on all aspects of disability and strategies to maximise independence, to enhance the decision-making process for the appropriate provision of services within the resources available.
- Contribute to the development of new and existing practices, procedures and initiatives to ensure that Directorate resources are used effectively, and that government guidance and legislation are appropriately reflected.
- Work in partnership with further education providers, including the offer of practice placement opportunities for student Occupational Therapists.
- Accountable for own performance regarding adherence to all Directorate policies. Ensure continued professional development to support professional registration (HCPC).
- Create and maintain accurate, up to date and reliable data, information and records in line with information governance framework requirements, standards and best practice to ensure compliance with legislation.

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.

Kent County Council

Person Specification: *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	<ul style="list-style-type: none"> • Degree or Diploma in Occupational Therapy. • Up to date registration with HCPC • Competent to work at the Practitioner level of the Social Care Capabilities Framework for Registered Workers
EXPERIENCE	<ul style="list-style-type: none"> • Experience, in Adult Social Care, Health related agencies or related private or voluntary organisation, of a magnitude that enables the post holder to carry out the required duties. • Experience in working with adults with a diagnosed mental disorder.
SKILLS AND ABILITIES	<ul style="list-style-type: none"> • Ability to communicate effectively with clients, carers, colleagues and partner agencies through written and verbal communications. • Ability to gather and assimilate information in order to complete Assessments and develop Care and Support Plans. • Ability to build and develop effective working relationships across a wide range of internal and external partners. • Good observational and functional assessment skills. • Ability to prioritise workload and work effectively under own initiative and as part of a team. • IT skills and effective use of Microsoft Office programs • Ability and commitment to support the Directorate's Equality and Diversity Policy Statement which is an integral part of the Directorate's service delivery. • Ability to travel across a wide geographical area in a timely and flexible manner to ensure that the needs of the service are met, including evening and weekend working when required.
KNOWLEDGE	<ul style="list-style-type: none"> • Knowledge of mental health and related conditions and the impact of this upon individuals and their families. • An evidenced based understanding and application of key policies, legislation and statutory guidance, and eligibility criteria relating to provision of support to the client group, including the Care Act, Housing legislation (DFG), and Moving and Handling legislation. • Understanding of Person-Centred Planning and strengths based social work approaches. • Working knowledge of the needs of the client group

	<ul style="list-style-type: none"> • Awareness of the local resources available in the community • Knowledge of potential safeguarding issues and understanding of the referral process. • Working knowledge of financial procedures appropriate to the job. • Detailed understanding of the Mental Capacity Act and undertaking Mental Capacity Assessments. • Awareness of data protection and confidentiality issues. • Awareness of legislation relating to Equal Opportunities and KCC equality and diversity policies, procedures and legislation.
BEHAVIOURS AND KENT VALUES	<p>Kent Values:</p> <p>Open</p> <ul style="list-style-type: none"> • Value for money thinking • Act with integrity, honesty and transparency • Innovative thinking • Risk management • Managing expectations • Political awareness of unpopular decisions • Honesty/bravery • Treat people fairly and with respect. • Solutions focussed. <p>Invite contribution and challenge.</p> <ul style="list-style-type: none"> • Co-production • Collaborative • Competition • Working together • Information Sharer • Integrated thinkers • Be open to challenge. <p>Accountable</p> <ul style="list-style-type: none"> • Professionalism • Seeking constant improvement • Quick response in relation to delivery • Look for commercial opportunities. • Innovator • Take personal and professional responsibility for your actions and performance. • Capacity builder • Creative • Resilient

Kent County Council

Job Description: *Occupational Therapist*

Directorate: Adult Social Care and Health
Unit/Section: Mental Health
Grade: KR10
Responsible to: Team Leader

Purpose of the Job:

Provide robust intervention for all Occupational Therapy business across the Community Mental Health team as designated by the Team Leader, according to business need, demand and development of new ways of working. Deliver all aspects of OT business in Social Care (as defined in the Occupational Therapy Social Care framework) whilst also embracing leading and influencing change of approach and use of a new script for all colleagues, to promote a culture of early intervention and prevention whilst promoting maximising independence for the service users and improving their outcomes.

Work with clients requiring short term intervention with complexity, requiring Social Care Occupational Therapy assessment and intervention, using a preventative approach to maximise independence. Identify needs and a programme of enablement through functional assessment and where necessary equipment and adaptations, contribute to creating appropriate care and support plans, considering any requirements under the Care Act and other relevant legislative and policy frameworks.

Main duties and responsibilities:

- Conduct Occupational Therapy functional assessments (including where appropriate self-assessments and complex carers assessments), to establish people's abilities, strengths, support networks, difficulties and dependencies in order to provide a range of interventions and identify current unmet eligible needs and outcomes (i.e. equipment, adaptations, housing needs, income maximisation, domiciliary support, residential care) to help the person optimise their independence. Carry out environmental assessments to understand what is impacting on a person's functional performance.
- Following a period of assessment, and identification of a person's eligible needs, identify occupational focused goals that may contribute to the development of a specialist care and support plan, providing clinical reasoning and risk assessment to support the case. Work on employment and occupational skills and with colleagues to deliver a full range of occupational therapy intervention in social care, including support to agree goals and outcomes to overcome barriers to independence including equipment and adaptations.
- Arrange for the delivery and trial of specialist equipment demonstrating effective use of resources by utilising recycled items. Comply with risk assessment policies as required by the Directorate and in line with MHRA guidance.

- Undertake other duties appropriate to your role. This will include full participation in the duty rota.
- Where appropriate to the role, undertake enquiries into safeguarding and self - neglect concerns following consultation and direction by the locality designated senior officer, ensuring adherence to the requirements of the Care Act and multi-agency safeguarding protocols.
- Provide a range of written and verbal reports to inform multi agency decision making including risk.
- Work collaboratively with partnership agencies including health, housing and the voluntary sector, in order to support integration initiatives, promote better housing strategies and deliver Disabled Facilities Grants to promote achieving the best outcomes for clients.
- Provide Occupational Therapy specific information, advice and guidance (for example to carers, promoting self-purchase, health promotion) and support carers to continue to optimise independence.
- Identify and refer any concerns to other the relevant specialist teams to ensure that clients are fully supported as required.
- Provide professional advice and support to staff in the team, across the Directorate and multi-agency staff on all aspects of disability and strategies to maximise independence, to enhance the decision-making process for the appropriate provision of services within the resources available.
- Support the Team Leader in monitoring staff performance using thorough evaluation and supervisory skills, in accordance with agreed procedures and criteria, in order to maintain high practice standards and enable continued development of professional skills that meet service requirements.
- Deputise as required for the Team Leader to support with the day-to-day business, including triaging and allocating cases to ensure smooth running of the service.
- Support the Team Leaders in building resilience within the team, responding to emergency planning issues and ensuring there are business continuity arrangements in place at all times.
- Contribute to the development of new and existing practices, procedures and initiatives to ensure that Directorate resources are used effectively, and that government guidance and legislation are appropriately reflected.
- Work in partnership with further education providers, including the offer of practice placement opportunities for student Occupational Therapists.
- Accountable for own performance regarding adherence to all Directorate policies. Ensure continued professional development to support professional registration (HCPC).
- Create and maintain accurate, up to date and reliable data, information and records in line with information governance framework requirements, standards and best practice to ensure compliance with legislation.

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

	CRITERIA
QUALIFICATIONS	<ul style="list-style-type: none"> • Degree or Diploma in Occupational Therapy. • Up to date registration with HCPC • Competent to work at the Practitioner level of the Social Care Capabilities Framework for Registered Workers
EXPERIENCE	<ul style="list-style-type: none"> • Experience in Adult Social Care, Health related agencies or related private or voluntary organisation, of a magnitude that enables the post holder to carry out the required duties. • Post qualification experience, in Adult Social Care, Health related agencies or related private or voluntary organisation, of a magnitude that enables the post holder to have achieved the relevant skills of the Capabilities Framework. • Experience in working with adults with a diagnosed mental disorder.
SKILLS AND ABILITIES	<ul style="list-style-type: none"> • Supervision, mediation and negotiation skills • Ability to educate and support colleagues (i.e., KEaH, AO OT) and Occupational Therapy students • Effective interpersonal skills in order to communicate effectively with service users, colleagues and partner agencies. • Ability to prioritise and to work effectively on own initiative as well as part of a team. • Effective written and IT skills for report writing. • Ability to contribute to and lead a range of service-related projects. • Ability to effectively manage conflict. • Ability and commitment to support the Directorate's Equality and Diversity Policy Statement which is an integral part of the Directorate's service delivery and relationship with the client to respect people as individuals regardless of age, ethnic origin, cultural values, disability, gender, sexual orientation or religion. • 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	<ul style="list-style-type: none"> • Knowledge of mental health and related conditions and the impact of this upon individuals and their families. • An evidenced based understanding and application of key policies, legislation and statutory guidance, and eligibility

	<p>criteria relating to provision of support to the client group, including the Care Act, Housing legislation (DFG), and Moving and Handling legislation.</p> <ul style="list-style-type: none"> • Understanding of Person-Centered Planning and strengths based social work approaches. • Working knowledge of the needs of the client group • Awareness of the local resources available in the community • Knowledge of potential safeguarding issues and understanding of the referral process. • Working knowledge of financial procedures appropriate to the job. • Detailed understanding of the Mental Capacity Act and undertaking Mental Capacity Assessments. • Awareness of data protection and confidentiality issues. • Awareness of legislation relating to Equal Opportunities and KCC equality and diversity policies, procedures and legislation. • Knowledge of KCC Supervision policy
BEHAVIOURS AND KENT VALUES	<p>Kent Values:</p> <p>Open</p> <ul style="list-style-type: none"> • Value for money thinking • Act with integrity, honesty and transparency • Innovative thinking • Risk management • Managing expectations • Political awareness of unpopular decisions • Honesty/bravery • Treat people fairly and with respect. • Solutions focused. <p>Invite contribution and challenge.</p> <ul style="list-style-type: none"> • Co-production • Collaborative • Competition • Working together • Information Sharer • Integrated thinkers • Be open to challenge. <p>Accountable</p> <ul style="list-style-type: none"> • Professionalism • Seeking constant improvement • Quick response in relation to delivery • Look for commercial opportunities. • Innovator • Take personal and professional responsibility for your actions and performance. • Capacity builder • Creative • Resilient

