

Job Description

DIRECTORATE:	Social Services & Wellbeing
DEPARTMENT:	Adult Social Care / Early Intervention & Prevention Hub (EIPH)
POST:	Occupational Therapist 1 & 2
GRADE OF POST:	GR 10 / 12
RESPONSIBLE TO:	Team Manager – Early Intervention & Prevention Hub

JOB PURPOSE:

The post holder will work as an autonomous Occupational Therapist (OT) in the Early Intervention and Prevention Hub (EIPH), which is, a short term 'front door' service within the Borough of Bridgend, providing time specific responses in a Strengths Based and Outcomes Focussed way. The team is multidisciplinary, the post holder will be required to work collaboratively with the EIPH Team Managers, Nurse, Social Workers, Social work Assistants and Support workers to ensure integrated and effective service delivery.

The post holder will also work collaboratively with the wider Community Resource Team, Tiers 2, 3 and Support at Home to use their specialised skills and knowledge to provide information, advice and/or assistance to people, families and carers to maintain independence and wellbeing through prevention and building resilience. This role will often be the first contact that anyone has had within Adult Social Care, it is therefore important that people have the opportunity to explain their current situation, are listened to and feel supported.

The post holder will support with the triaging/screening of incoming referrals, adopt a solution-focused approach that promotes the individuals' independence. Ensuring that the responses are proportionate, person centred, and aligned to the individual's strengths and capabilities, whilst also making effective use of existing personal and community resources. The post-holder will ensure that individuals are triaged and transferred to the appropriate pathway, receiving timely and onward support as appropriate.

By using specialist OT skills and knowledge, the post holder will undertake evidence based and outcome focussed assessments to optimise care delivery and ensure the level of commissioned support is proportionate to the individual's needs. They will take responsibility for own and the Therapy Technician's caseload and provide support to the wider team to promote and implement the outcome focussed and strengths-based methodology.

The postholder will adhere to the professional and practice standards laid down by the Royal College of Occupational Therapists, by the Health and Care Professions Council and Bridgend County Borough Council.

PRINCIPAL RESPONSIBILITIES AND ACTIVITIES:

- To Screen/Triage incoming referrals and carry out time specific, proportionate assessments while adopting preventative, strengths based, and outcomes focussed solutions.
- To collaborate on decision making with screening and allocation of new referrals, signposting and delegating as appropriate.
- To work collaboratively with people using our services and focussing on 'what matters' to the individual.
- To prescribe community equipment and major adaptations.
- To undertake initial, proportionate Occupational Therapy assessments and reviews to meet the strengths based and outcomes focussed methodology.
- To provide the appropriate intervention by possessing knowledge of equipment and moving and handling guidance to ensure a Plan of Care is proportionate.
- To develop short term OT intervention plans to meet the individual's identified needs, make the necessary arrangements to implement the intervention plan, evaluate the outcome of their intervention and to communicate to relevant individuals.
- To analyse Plans of Care of individuals receiving single or two carer support and applying knowledge to review in line with the adult social care strength-based practice model.
- To undertake reassessments of care delivery across the Early Intervention and Prevention Hub/Community Resource Team
- To be flexible in approach when assessing an individual's care package, by knowing when to liaise and refer to the wider MDM to explore alternative ways in reducing an individual's dependency on their care.
- Ensure that all records and documentation are maintained to agreed Royal College of Occupational Therapists, The Health, and Care Professions Council (HCPC), The local Authority and service standards.
- Contribute to effective team working and service development and to work with management to identify improvements that could be implemented to enhance the efficiency and effectiveness of the Directorate.
- Contribute to the development of the skills of colleagues in Adult Social Care by providing professional OT advice and promoting strength-based working.
- You will maintain up to date recording on the electronic files, and relevant documents as required in line with the Directorates Case Recording Practice guidance.
- You will prepare for and participate in supervision as required by the Directorate's supervision policy. As well as supervision you will prepare and participate in annual appraisals, identifying personal development and training needs to maintain registration requirements along
- To undertake continuous professional development, attendance at both formal and informal training and supervision.
- To adhere to the All-Wales Safeguarding procedures.

Grade 12 as above plus:

- To be responsible for the supervision of Occupational Therapy Technicians/Trusted Assessors in tier one in relation to equipment and minor

adaptations to enable them to promote an individual's independence. This will reduce the delay when individuals are waiting for an OT assessment and improve flow through the service.

- To delegate to Therapy Technicians and Trusted Assessors ensuring they are competent to complete tasks delegated to them and oversee their practice.
- Advocate on behalf of vulnerable individuals, families and carers ensuring their rights are upheld where applicable, e.g. representing the council within multi-agency and inter-disciplinary settings.
- Conduct more complex/specialist assessments of individual's circumstances and issues.
- Regularly leading co-working with less experienced Occupational Therapists in complex cases.
- Providing more specialist advice and guidance to and support the development of less experienced Occupational Therapists and other members of the team.
- Providing supervision and mentoring to support staff and students within the team.
- To undertake sensitive, acute and complex adult cases which require the production of comprehensive assessments and/or reports for Court of Protection, Magistrates Court, County Court, Tribunals and Deprivation of Liberty Safeguards (Dols). Provide professional advice/evidence and act as an expert witness, in person, as required.
- Routinely represent and advocate on behalf of vulnerable individuals, families and carers ensuring their rights are upheld at various forums, e.g. representing the council within multi-agency and inter-disciplinary settings.

GENERAL DUTIES

Health and Safety

To fulfil the general and specific roles and responsibilities detailed in the [Health and Safety Policy](#)

Equal Opportunities

To ensure that all activities are operated in accordance with Equal Opportunities legislation and best practice.

Safeguarding

Protecting children, young people or adults at risk is a core responsibility of all employees. Any concerns should be reported to the Adult Safeguarding Team or Children's IAA Service within MASH.

Review and Right to Vary

This Job Description is as currently applies and will be reviewed regularly. You may be required to undertake other tasks that can be reasonably assigned to you, including development activities, which are within your capability and grade.

Criminal Records Bureau

This post requires a criminal records check through the Disclosure & Barring Service (DBS).

Person Specification

Occupational Therapist 1 & 2

The following attributes represent the range of skills, abilities and experiences etc. relevant to this position. Applicants are expected to meet the attributes that have been identified as essential (Yes).

Attributes	Requirements	Essential	Method of Evaluation/Testing
Qualifications, Education & Training	<ul style="list-style-type: none"> A recognised Occupational Therapy qualification e.g. BSc Hons, DipCOT. Valid HCPC Registration as an Occupational Therapist for professional practice. A minimum of 2 years post qualifying experience. 	<p>Yes</p> <p>Yes</p> <p>OT2 only.</p>	Production of original Qualification Certificates and application form.
Knowledge & Experience	<ul style="list-style-type: none"> Experience of working with older and disabled people with complex needs and the effects of this on individuals/ carers/ family. Commitment to effective multidisciplinary, and integrated approaches to working. Experience of prescribing community equipment and major adaptations. Experience of planning and implementing rehabilitation programmes. Experience of using IT systems and databases for work purposes. Knowledge of current issues and best practice relating to Occupational Therapy. Knowledge of current national policy, statutory guidance and the Law as it is applied and affects people who are frail and disabled in the delivery of Social Care & Health & Housing Services . 	<p>Yes</p> <p>Yes</p> <p>Yes</p> <p>Yes</p> <p>Yes</p>	Interview, application form and selection process.

Attributes	Requirements	Essential	Method of Evaluation/Testing
	<ul style="list-style-type: none"> Knowledge of the Integrated Assessment Framework and NHS Continuing Health Care. Experience of providing management and/or supervision to staff. Experience of managing complex cases. Comprehensive knowledge and application of Safeguarding, Mental Capacity Act/DoLs and Court of Protection policies and processes. 	<p>Yes</p> <p>OT2 only</p> <p>OT2 only</p>	
Skills & Personal Qualities	<ul style="list-style-type: none"> Good interpersonal and people skills. Ability to manage own caseload, prioritising cases appropriately, with regular support and supervision of Senior Practitioner Assistant Manager Occupational Therapy. Ability to work therapeutically with individuals, families and carers, and as part of an integrated multidisciplinary team Ability and commitment to working to the principles of strength-based approaches and the social model of disability. Ability to work in partnership with other professionals and organisations. Proactive in seeking the best outcomes for individuals and their families. Ability to work flexibly and proactively. Accurate record keeping and report writing skills. 	<p>Yes</p> <p>Yes</p> <p>Yes</p> <p>Yes</p> <p>Yes</p> <p>Yes</p> <p>Yes</p>	Interview, application form, and selection process.

Attributes	Requirements	Essential	Method of Evaluation/Testing
	<ul style="list-style-type: none"> Driving license with access to vehicle. To be responsible for ensuring own continued professional development and maintain written portfolio. Ability to provide management and/or supervision of other staff to ensure an effective and efficient service delivery. Demonstrate effective, independent decision-making, applying a high level of practice ability in managing a caseload of highly complex cases. Excellent problem-solving skills whilst working under pressure and prioritising caseloads. Proven assessment and investigation skills. The ability to greet customers through the medium of Welsh is a requirement for this post. 	<p>Yes</p> <p>OT2 only</p> <p>OT2 only</p> <p>OT2 only</p>	