

Job Description

DIRECTORATE:	Social Services & Wellbeing
DEPARTMENT:	Adult Social Care
POST:	Occupational Therapist 2 – Parc Prison
GRADE OF POST:	GR12
RESPONSIBLE TO:	Integrated Specialist Assessment Manager

JOB PURPOSE:

To develop and deliver an Occupational Therapy service that addresses the social care needs of older and disabled prisoners at HMP Parc and that promotes the highest standards of professional practice and intervention.

Your caseload will include prisoners with a wide range of physical, cognitive and mental health conditions. Your intervention is intended to maximise the independence of those referred to you and to contribute to the care planning process.

PRINCIPAL RESPONSIBILITIES AND ACTIVITIES:

- Provide the specialist clinical input to a defined caseload of older and disabled prisoners with highly complex needs in order to ensure their optimal function and independence.
- Use the most current evidence-based practice to assess, plan, implement and evaluate the outcome of Occupational Therapy intervention within the prison environment.
- Use objective assessment methods and a range of appropriate standardised assessments to establish the care needs of prisoners and to contribute to their care plan.
- Develop a specialist knowledge base and expertise around the provision of an Occupational Therapy service within a prison environment.
- Communicate effectively with other members of the multi-disciplinary team and provide the Occupational Therapy contribution to the weekly multi-disciplinary meetings.
- Critically appraise the impact of Occupational Therapy in this setting and make recommendations for any changes or developments to the service.
- Participate in the planning, development and evaluation of the Occupational Therapy service to the prison.
- Provide leadership and mentorship to junior and support staff.
- 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, students and trusted assessors within the team.
- Undertake sensitive, acute and complex adult cases which require the production of comprehensive assessments and/or reports for Court. 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.
- Conduct more complex/specialist assessments of individual's circumstances and issues.
- Regularly leading co-working with less experienced Occupational Therapists in complex cases.

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 2 – Parc Prison

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 3 years post qualifying experience. 	<p>Yes</p> <p>Yes</p> <p>Yes</p>	Production of original Qualification Certificates and application form.
Knowledge & Experience	<ul style="list-style-type: none"> Experience of managing complex physical disability cases, mental health and cognitive impairments. Familiarity with a range of assessment techniques including standardised tests for assessing physical and cognitive function. Previous experience of service development. Experience of using IT systems and databases for work purposes. Knowledge of current issues and best practice relating to Occupational Therapy. Experience of working as part of a multi-disciplinary team. 	<p>Yes</p> <p>Yes</p> <p>Yes</p> <p>Yes</p> <p>Yes</p>	Interview, application form and selection process.
Skills & Personal Qualities	<ul style="list-style-type: none"> Good interpersonal and people skills. Ability to work independently, flexibly and proactively, managing own caseload, prioritising cases appropriately. Ability to form constructive working relationships with a wide range of people including service users, colleagues and other professionals. Demonstrable ability to undertake research and use data for service development. Demonstrate effective, independent decision-making, applying a high level of practice ability in managing a caseload of highly complex cases. 	<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
Skills & Personal Qualities	<ul style="list-style-type: none"> Proactive in seeking the best outcomes for individuals and their families. Accurate record keeping and report writing skills. Driving license with access to vehicle. To be responsible for ensuring own continued professional development and maintain written portfolio. 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 communicate through the medium of Welsh. 	<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.