

## **Senior Occupational Therapist (Reablement) Role Profile**

As a Senior Occupational Therapist in Reablement you will be required to provide clinical Occupational Therapy support to individuals in receipt of Reablement, and to provide line management to a small number of staff (up to 6).

The main tasks will include:

- Providing regular supervision to a small number of staff, including Occupational Therapists and Social Care Support Officers
- Deputising for the 'Reablement Team Manager' as required
- Jointly work Reablement cases with Reablement Social Care Support Officers, Social Workers, other health professionals whereby Occupational Therapy involvement is identified as being required.
- Offer support and advice to the Team whereby Occupational Therapy matters arise with Reablement cases (for example, 'Moving and Handling' challenges, aids and adaptations and functional assessments).
- Undertake and record Occupational Therapy assessments and assessments in line with the Care Act (2014).
- Supporting and guiding 'Reablement Provider' staff where necessary which may include:
- Supporting Reablement Assistants (RAs) with following 'SMART' goals
- Undertaking joint visits with RAs
- Demonstrating any techniques that would aide an individual progressing with their goals
- Delivering training with RAs
- Take a professional role in leading service and practice development through 'on-the-job' coaching and leading informal training, which may include:
- Supporting SCSOs and Occupational Therapists with 'SMART' goal setting and Reablement as a whole
- Reviewing 'Reablement Plans'
- Promoting functional assessments by undertaking / completing joint visits
- Attend weekly team meetings

- Support colleagues to manage capacity across the teams
- Working closely with the 'Reablement Provider' and other colleagues ('Health' / 'Social Care')

# Lancashire County Council

## Job description for the post of: Senior Occupational Therapist

**Directorate:** Adult and Community Services

**Location:**

**Central Lancashire**

**Establishment or Team:**

**Reablement, Adult Social Care**

**Post number:**

**F-290-0004**

**Grade:**

**Grade 9**

**Line manager:**

**Reablement Team Manager**

**Car user:**

**Y**

**Staff responsibility: Y**

**Number of staff directly supervised: Up to 5-6**

**Which business plan covers this post? Adult Social Care**

### Our Key Objectives

The following key objectives will shape the activities of the council going forward. These are grouped into four themes.

#### Our Citizens:

- Growing up prepared for the future
- Improving health and wellbeing
- Supporting people in need

#### Our Communities:

- Making Lancashire communities safer
- Making Lancashire communities stronger

#### Our County:

- Promoting sustainable economic growth
- Improving roads and transport
- Protecting and improving our environment

#### Our Organisation:

Responding to significant financial, policy and service challenges means adapting our organisation to ensure it is fit for purpose while striving to ensure our customers receive the highest standards of service. This objective will shape the organisation in the future

#### The purpose of this job:

To provide an outcome focussed assessment service to all adults with physical disabilities or age-related problems.

The post holder will be required to:

- Provide a professional Occupational Therapy / Reablement Service, including statutory 'Social Care' responsibilities

- Contribute to 'Service' delivery that is person-centred and outcome focussed with an emphasis on encouraging independence and enabling recovery
- Work collaboratively with other professionals and agencies to address complex needs and achieve best outcomes for individuals and their 'Carers'
- Work with health colleagues to ensure safe and timely discharges from hospital

### **Core tasks**

1. To deliver a professional Occupational Therapy / 'Reablement Service' and carry a higher proportion of complex, contentious high-risk cases.
2. To contribute to the delivery of a complete personalised 'Social Care Service' as outlined in National legislation and guidance and in line with county policies and procedures. To undertake or contribute to the provision of high-quality assessments and support plans for individuals, in consultation with the person and their Carers.
3. To promote the take up of equipment and adaptations in order to:
  - a) Maximise independence
  - b) Improve quality of life for individuals and 'Carers'
4. To work collaboratively with other professionals, individuals, and 'Carers' to maximise a person's independence and working to improve the quality of life for the individual and 'Carers' to:
  - a) Prevent avoidable admissions to and facilitate timely discharge from hospitals
  - b) Identify people and facilitate timely admissions into and discharge from Reablement and 'Intermediate Care Services'
  - c) Prevent avoidable admissions to and facilitate timely discharge from formal care Services e.g., domiciliary care, residential and nursing home care.
  - d) To promote the take up of aids and adaptations inclusive of 'Moving and Handling'
5. To communicate effectively with individuals, 'Carers', other agencies, and professionals to support the delivery of a co-ordinated response to both individuals and Carer needs
6. To effectively prioritise and manage your caseload. To keep effective records in relation to the work undertaken using 'Social Care' electronic records
7. To undertake supervision and mentoring as required
8. Operate at a higher level of independence and decision making
9. Take responsibility for and lead specific projects and pieces of work as required. To contribute to effective team working and to 'Service' development and to work with management to identify improvements that could be introduced to enhance the efficiency and effectiveness of the Directorate

10. To undertake Continuous Professional Development, attendance at both formal and informal training as identified. To be involved in the development of 'Social Care Reablement Service' to provide learning opportunities as required.
11. To provide professional advice and support to staff across 'Adult Social Care' and key stakeholders
12. Undertake work and act in a consultative role in relation to setting 'SMART' goals, specialist equipment, adaptations, and training.
13. Represent 'Adult Social Care' with partner agencies as and when required.
14. Coordinate and chair meetings as and when required.
15. Investigate complaints

The post holder is expected to carry out their duties and responsibilities in accordance with the County Council's Policies and Procedures and the Directorate's Statement of Principles and Standards of Conduct.

<b>Prepared by:</b>	Kate Hemple and Sarah Kennedy	<b>Reviewed:</b>	August 2021
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#### **Equal opportunities**

We are committed to achieving equal opportunities in the way we deliver services to the community and in our employment arrangements. We expect all employees to understand and promote this policy in their work.

#### **Health and safety**

All employees have a responsibility for their own health and safety and that of others when carrying out their duties and must co-operate with us to apply our general statement of health and safety policy.

#### **Safeguarding Commitment**

We are committed to protecting and promoting the welfare of children, young people and vulnerable adults.

#### **Customer Focus**

We put our customers' needs and expectations at the heart of all that we do. We expect our employees to have a full understanding of those needs and expectations so that we can provide high quality, appropriate services at all times.

#### **Skills Pledge**

We are committed to developing the skills of our workforce. All employees will be supported to work towards level 2 qualifications in literacy and /or numeracy if they do not have one already.

# Lancashire County Council

Person Specification Form		
<b>Job title: Senior Occupational Therapist</b>	<b>Grade: Grade 9</b>	
<b>Directorate: Adult Social Care</b>	<b>Post number: F-290-0004</b>	
<b>Establishment or Team: Reablement, Adult Social Care</b>		
Requirements (based on the job description)	Essential (E) or desirable (D)	To be identified by: application form (AF), interview (I), test (T), or other (give details)
<b>Qualifications</b>		
Degree or Diploma in Occupational Therapy/Reablement	E	AF/I
Current HCPC registration	E	AF/I
3 Years or more post qualifying experience	D	AF/I
<b>Experience</b>	E	AF/I
Accepting referrals.	E	AF/I
Gathering information.	E	AF/I
Assessing the needs of individuals and their families	E	AF/I
Work in a Social Services Directorate or other Statutory or Voluntary Agency.	E	AF/I
Work with a range of client groups.	D	AF/I
Managing a caseload	E	AF/I
Determining priorities	E	AF/I
Working as a member of a team	E	AF/I
To have experience of working in a physical /community environment assessing for equipment and /or adaptations .	E	AF/I
To be responsible for providing training and guidance and formal supervision to other more junior professional staff	E	AF/I
To have experience of moving and handling techniques and equipment	E	AF/I
To have experience of specialist seating assessments	D	AF/I
To have experience of co-ordinating/liasing with multiple agencies/organisations in the delivery of complex adaptations.	E	AF/I
<b>Knowledge, skills and abilities</b>		
Experience in assessing and analysing need and risk and planning care with individuals.	E	AF/I
Experience in working effectively with other agencies and professionals and evidence of skills and understanding of activities and work within the multi-disciplinary environment of a social care setting.	E	AF/I
To have knowledge and working understanding of relevant legislation ( including social care and housing legislation ) and its application and ability to work within legal framework and accountability.	E	AF/I
IT literate, experience in using manual and computer systems for record keeping.	E	AF/I
Negotiating and networking with a range of professionals.	E	AF/I

Numerate and able to contribute to management of budgets and resources.		
Organisational skills, able to prioritise and manage a case load and work independently under pressure.	E	AF/I
A demonstrable understanding and acceptance of the principles underlying equal opportunities and diversification and a commitment to achieving these.	E	AF/I
Effective written and oral communication skills appropriate to the situation.	E	AF/I
A commitment to improving practice standards and personal competencies through continuous professional development, and use of supervision and appraisal to improve personal performance.	E	AF/I
To have the ability to value diversity and work across cultures.	E	AF/I
To have the ability to influence others based on technical and professional expertise .	E	AF/I
To have knowledge of a wide range of disability equipment and adaptations provided in the communityincluding major and minor adaptations.	E	AF/I
Knowledge of a variety of medical conditions which impact on function.	E	AF/I
To have competent knowledge of specialist moving and handling equipment and experience of undertaking moving and handling and risk assessments.	E	AF/I
To have competent knowledge of specialist seating assessments	D	AF/I
To be skilled at co-ordinating/liasing with multiple agencies/organisations in the delivery of complex equipment and adaptations.	E	AF/I
Knowledge and experience of interpretation of architectural plans and building specifications	D	AF/I
<b>Other</b> (including special requirements)		
1. Commitment to equality and diversity	E	I
2. Commitment to health and safety	E	I
3. The County Council operates a general no smoking policy.		
4. This is an essential car user post and the post holder is expected To be able to drive and have a car at their disposal. However in certain circumstances consideration may be given to applicants Who as a consequence of disability are unable to drive?	E	I
5. A flexible attitude to working location	E	I
<b>Prepared by:</b> Kate Hemple and Sarah Kennedy <b>Reviewed</b> August 2021		
<b>Note: We will always consider your references before confirming a job offer in writing.</b>		

## PRE-EMPLOYMENT RISK IDENTIFICATION FORM (R.I.F.)

(NB Completion of this form does not fulfill the requirement to undertake a general risk assessment under the management Health and Safety at Work Regulations 1999)

A Pre-employment Risk Identification Form must be completed by the Headteacher/Head of Service/Line Manager. If any assistance is required in completing this form, please contact the Health and Safety Team.

### **CONFIDENTIAL**

<b>Team/Establishment</b>	<b>Reablement, Adult Social Care</b>
<b>Post / Job Title</b>	<b>Senior Occupational Therapist</b>

**A. The job to which this form refers will or may involve one or more of the following activities. (Please indicate YES or NO)**

**Managers should note that if any of the following 10 activities are involved, there is an automatic requirement for a pre-employment assessment by Occupational Health and, possibly, for subsequent Health Surveillance.**

		<b>YES</b>	<b>NO</b>
1	Work at heights (e.g. over 2m from tall step/extension ladders; scaffold towers, roof work etc.).	<input type="checkbox"/>	<input checked="" type="checkbox"/>
2	Work in excessively noisy environments above statutory control limits (Highly unlikely to include examples associated with any office environments. Examples might include use of woodworking machinery, road drilling, masonry cutting etc.).	<input type="checkbox"/>	<input checked="" type="checkbox"/>
3	Work in unusual environmental conditions (e.g. where access or egress or free flow of air may be restricted or where there may be a build-up of gases, vapours or fumes or the use of breathing apparatus is required).	<input type="checkbox"/>	<input checked="" type="checkbox"/>
4	Use of hand operated tools and equipment known to be associated with hand arm vibration syndrome (e.g. percussive metalworking tool; rotary handheld tool [not floor polishers]; grinders; percussive hammers and drills etc.).	<input type="checkbox"/>	<input checked="" type="checkbox"/>
5	Driving a heavy goods vehicle, coach, bus or minibus belonging to Lancashire County Council, transporting others in their own vehicle, or regularly transporting more than three other people as part of normal duties.	<input type="checkbox"/>	<input checked="" type="checkbox"/>
6	Some contact with hazardous substances (e.g. chemicals with an orange warning label indicating: very toxic; toxic; harmful; corrosive; sensitising by inhalation/skin contact; carcinogenic; mutagenic; toxic for reproduction; professional bio/pesticides; organophosphates; glutaraldehyde; latex gloves).	<input type="checkbox"/>	<input checked="" type="checkbox"/>
7	Prolonged or frequent exposure to machine generated wood dust, or other heavy or excessive concentrations of mineral dust.	<input type="checkbox"/>	<input checked="" type="checkbox"/>
8	Work with lead or lead-based products (e.g. some paints).	<input type="checkbox"/>	<input checked="" type="checkbox"/>

9	Food handling/preparation (of raw or uncooked food only).	<input type="checkbox"/>	<input checked="" type="checkbox"/>
10	Occupational fieldwork or work in extreme conditions (e.g. involving excessive heat or cold or frequent walking for long distances over rough terrain in all weather conditions, forestry/countryside work).	<input type="checkbox"/>	<input checked="" type="checkbox"/>

**B. The job to which this form refers will or may involve one or more of the following activities. (Please indicate YES or NO)**



**This section is for the information of applicants and does not facilitate a referral to Occupational Health.**

		YES	NO
11	Face to face contact with the public/service users ( <i>e.g. at sensitive front line posts re abuse, aggression, assault</i> ).	<input checked="" type="checkbox"/>	<input type="checkbox"/>
12	Working in isolation/lone working.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
13	Work with electrical wiring ( <i>e.g. colour blindness</i> ).	<input type="checkbox"/>	<input checked="" type="checkbox"/>
14	Work where there may be an increased risk of needle stick injuries or blood borne infections HIV; Hepatitis B; Hepatitis C: ( <i>e.g. site supervisors; site work, grounds or buildings maintenance, gardeners; some carers</i> ).	<input type="checkbox"/>	<input checked="" type="checkbox"/>
15	Work that may bring the employee into contact with rats, rat contaminated ground or other animals or livestock ( <i>e.g. risk of weils disease, other animal borne diseases, zoonosis</i> ).	<input type="checkbox"/>	<input checked="" type="checkbox"/>
16	Manual handling ( <i>other than routine office/administrative lifting and carrying e.g. assisting / moving service users with mobility problems, portering type activities</i> ).	<input checked="" type="checkbox"/>	<input type="checkbox"/>
17	Working with vulnerable service users ( <i>e.g. children with disabilities; the elderly; children/adults with learning difficulties; alcohol/drug abusers</i> ).	<input checked="" type="checkbox"/>	<input type="checkbox"/>
18	Work involving repetitive movements or forced posture ( <i>e.g. twisting, screwing, movements of the hands wrists, arms and/or shoulders awkward body and limb posture or excessive force, bending, kneeling</i> ).	<input type="checkbox"/>	<input checked="" type="checkbox"/>
19	Work as a regular display screen user ( <i>where more than 1/3 of a person's time is spent using DSE continuously over any 1 month period</i> ).	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Any other occupational hazards/comments that you consider to be relevant to the post which is not included above: