

Job Description

Section/Service: Adults Social Care	Department: Integrated Care Team
Job Title: Senior Occupational Therapist for Integrated Care – Permanent (full time and part time available)	Post Reference:

Service

The Royal Borough of Windsor and Maidenhead is part of Frimley Health and Care Integrated Care System (ICS). This role sits within the Integrated Care Team, which has Community Matrons, Mental Health Practitioners, Social Workers and Therapists. The Integrated care team aims to wrap care around an individual through the multi disciplinary cluster meetings that also involve GP surgeries and the voluntary sector, and the Locality Access point, which provides joint health and social care support, and provides personal and practical support to help people lead full and active lives, maintain their independence and dignity, and have choice and control as far as they can to achieve their outcomes.

This is a community based Senior Occupational Therapist post with delegated responsibility for Integrated working in the Clusters, supporting complex patients, and the Locality Access Point supporting people with joint health and social care needs. The O.T will use their experience and expertise, in discussion with the integrated team. to clinically reason how an individual's needs will be met.

Referrals will be received through designated pathways from health and social care professionals. Referrals to the LAP will require a 2 hour to a 48 hour response depending on risk and priority, and the integrated team can provide this care or refer to other services. Referrals into cluster will be for planning care for complex patients and will be over a longer time frame.

Line Management will be from the Short-Term Support and Rehabilitation Team, with Clinical OT supervision from the OT service Manager and Service support form the Community Integration Manager

This post is based in Maidenhead Town Hall, but the post holder will need to be able to travel around the Borough as the post requires.

Primary Purpose of Role

To be a key part of the integrated team and to input and drive the development of any new pathways or projects associated with it

To improve and promote integrated working between health and social care.

To have close working relationships, and solid pathways of referral to health and social care teams that can meet patient needs i.e. clusters, social care, MH, Community matrons, etc.

To work flexibly as part of a multidisciplinary integrated team comprising of core disciplines from health and social care

To work closely with RBWM based services to ensure clear communication and correct use of each service is utilized

To work closely and be the key therapy link into other therapy services within health and social care

To conduct triage of referrals in the LAP together as an MDT and to develop a plan for individuals according to their needs.

To ensure individuals are supported in achieving their goals and outcomes.

To decrease dependence on acute and crisis interventions.

To increase self-care and management of conditions for the individuals we work with.

To receive feedback from other teams that have accepted the onward referrals.

To provide support to the members of the team to ensure people are achieving excellence in their roles and they are developing their skills and knowledge.

To ensure appropriate safeguarding processes are in place for the most vulnerable residents.

To provide outcome focused assessments of needs and facilitate delivery of the objectives.

Within the scope of this job, the post holder will assess for and prescribe equipment; effectively use NRS for allocation of equipment; identify and progress the need for adaptations to Service user's accommodation as appropriate.

To assess, provide and review transfer & manual handling equipment to ensure safety of the residents & those involved with the tasks.

To provide comprehensive and up to date risk reduction reports for provided equipment

To assess seating needs and provide appropriate adaptations in line with the local policy to support long term needs of the service user

To work as lone worker in the community with a variety of adult service users

Main Duties and Responsibilities

To manage a small caseload including complex assessments and casework, focusing solely on the work identified through the Local Access Point, and integrated team pathways.

To provide a robust handover process, and integrated partnership working between organisations to facilitate appropriate frontline service delivery.

To attend and contribute to the LAP Daily Team Huddles, and the cluster meetings

To carry out joint visits with health and other professionals as appropriate

The identified lead LAP worker will feedback to Patient and the Referrer

To be responsible for the professional development and supervision of all staff designated for supervision including staff from other disciplines, agencies and social work students as required and appropriate.

Support new OT's or OT students, and participate in MDT member's induction into the Integrated Team

To follow the Standard Operating Procedures as required

To ensure appropriate safeguarding processes are in place for those most vulnerable adults.

Referrals not suitable for the LAP will be signposted or referred on to most appropriate teams or voluntary services for support

Documentation to be completed on the Paris system and Connect Care will be used for reference.

To be responsible for supporting data collection through tracker in real time so information is up to date.

Will make decisions on day- to- day operational issues within the remit of the post and in line with the eligibility criteria to ensure the safety of adults at risk

Chairing integration meetings upon rotation. Preparing the meeting agenda with the MDT Coordinator, chairing on the day and agreeing the action minutes post meeting.

To undertake MDT case discussions and planning and attend the cluster meetings. To prepare for these meeting us advance and act as a representative for O.T.

To carry out complex assessments of need and decide how to meet the identified social and physical care needs of residents in their own homes by using available resources.

To involve carers in this process of assessment and rehabilitation/care planning and consider their needs as well as to ensure best outcomes for the resident.

To manage a complex, fast moving small personal caseload, where the individual is made safe and is then handed over to other teams for further intervention.

To use appropriate, advice, counselling, treatment and advocacy skills as appropriate to professional expertise.

To participate in any other activities, that would benefit from the application of professional skills, e.g. working parties and community development

To inform managers of any specific needs which cannot be met for the individual

To work in accordance with local policies and guidelines and OT standards as determined by RBWM and by the Royal College of Occupational Therapists- Code of Ethics and Professional Conduct.

To work in accordance with local and national health and safety regulations, and ensure confidentiality of service user information within the SBC/PCN/BHFT confidentiality policies

To represent and be able to make decisions on behalf of Optalis, including work in multi-agency settings.

To deputise for the relevant manager and to manage staff as required ensuring an effective

and responsive service.

This is a post with statutory responsibilities. It can be very stressful, physically and emotionally demanding. Failure to deliver the service properly (within the Care Act 2014) could result in non-recognition and intervention with appropriate support to service users identified as eligible for a service suffering from deprivation and worst-case scenario of death of a service user.

Person Specification

D – Desirable, E- Essential

Qualifications/Education/Training:	D/E
<p>BSc or equivalent Diploma qualification in Occupational Therapy Band 6 or equivalent</p> <p>Able to demonstrate significant post –qualification experience</p> <p>Current registration with HCPC</p> <p>Manual Handling training & experience</p>	E
Experience Skills and Abilities	
<p>Ability to represent the Authority, at a multi- agency level, in planning and reviewing service development.</p> <p>Strong intellectual understanding of core concepts within self-directed support and personalisation.</p> <p>Clear understanding of Safeguarding processes and the protection of adults at risk.</p> <p>Knowledge of all relevant legislation</p> <p>Proven & exceptional ability to work in a facilitative way with service users and carers, ensuring they have a sense of control and choice within processes and decision making.</p> <p>Skills in supervisory/appraisal and adult learning processes</p> <p>Ability to participate in a wide range of meetings, including chairing meetings on a regular basis</p> <p>Knowledge of the local social care market, along with ability to source further information</p> <p>IT Skills – competent in use of Microsoft office and other IT systems, and ability to learn to use local systems</p> <p>Good negotiating and time management and delegation skills, including ability to manage own workload and that of others</p>	E

<p>Good communication skills, both oral and written to include report writing.</p> <p>Ability to problem solve at a high level of casework for self and others</p> <p>Ability to organise own workload and work confidentially under pressure and meet deadlines</p> <p>Committed to working co-operatively as part of a team to provide a high level of service</p> <p>Understanding of resource management, including working with finite financial resources and the application of eligibility criteria</p> <p>Good negotiating skills</p> <p>Able to demonstrate experience of working with members of the public in a customer support environment</p> <p>Have the capacity to reflect critically on own practice and utilise supervision effectively</p> <p>Must be able to work in non- discriminatory way promoting equality and respecting diversity</p> <p>Previous experience of working in an intermediate care setting.</p> <p>Ability to use initiative, take control in a crisis and remain calm</p> <p>Ability to demonstrate a high level of understanding of the rehabilitation process and all relevant legislation within the intermediate care remit.</p>	
<p>Personal Qualities</p>	
<p>Takes a proactive approach to meeting the needs of individuals</p> <p>Is approachable and helpful when dealing with people</p> <p>Acts with honesty, integrity and discretion. Takes ownership for and resolving queries</p> <p>Displays drive and energy to achieve results</p> <p>Works systematically and challenges existing processes</p> <p>Sets, agrees and delivers on objectives</p> <p>Plans their workload</p> <p>Contributes to effective teamwork:</p> <p>Communicates proactively to achieve shared outcomes</p> <p>Understands and supports others</p> <p>Aligns behaviour to the needs / priorities / goals of their organisations as a whole</p>	<p>E</p>

<p>Deals and copes with change</p> <p>Recognises and manages pressure</p> <p>Deals with ambiguity</p> <p>It is important that the post holder can identify that they have good coping strategies for themselves and the people they manage</p>	
Other	
<p>Must have current clean driving licence and have daily use of a car</p> <p>Ability to travel and work at a variety of premises</p> <p>Some flexibility in working arrangements to meet operational requirements, including responding to emergencies</p>	E

Optalis Company Core Values;

Customer Service

We listen to our customers and offer genuine choice tailored to their individual needs.

Our customers are at the heart of everything we do.

Respect

We respect equality, diversity, and the beliefs and dignity of all our customers and staff.

Transparency and Integrity

We will inspire confidence and trust by operating an open, accountable and transparent culture across all levels of the company.

Communication

We ensure two-way communication with our customers and staff; providing clear, accurate information.

Continuous Development

We embrace and drive forward positive change within the organisation.

Enjoyable and Rewarding

We place emphasis on staff satisfaction and will create an environment which offers opportunity for personal and professional growth.