

Job Description

JOB TITLE: Senior Occupational Therapist

DIVISION: Clinical Support

GRADE: Band 6

REPORTS TO: Occupational Therapy Team Leader

ACCOUNTABLE TO: Therapy Services Manager

VALUES AND BEHAVIOURS



ABOUT NUH

Every day, our teams at Nottingham University Hospitals NHS Trust (NUH) make a difference. We save lives, we improve lives and we usher in new life. We are proud to play a central role in supporting the health and wellbeing of people in Nottingham, Nottinghamshire and our surrounding communities.

With more than 18,000 colleagues, we are the largest employer in Nottinghamshire and one of the biggest and busiest NHS Trusts in the country, serving more than 2.5m residents of Nottingham and Nottinghamshire and a further four million people across the East Midlands and beyond.

We provide a range of national and internationally renowned specialist services and we are at the forefront of new surgical procedures and research programmes.

We are home to the East Midlands Major Trauma Centre, the Nottingham Children's Hospital and in partnership with the University of Nottingham we host a Biomedical Research Centre carrying out vital research into hearing, digestive diseases, respiratory, musculoskeletal disease, mental health and imaging.

As a teaching hospital, we are instrumental in the education and training of doctors, nurses and other healthcare professionals. We are proud of our strong relationships with universities across the East Midlands, including the University of Nottingham, Nottingham Trent University and Loughborough University.

The last year has been challenging for our teams. Alongside our continued recovery from Covid, our maternity services are subject to an independent review and we must do more to improve our culture. We are more focused than ever on making sustained improvements across our services.

As one of the NHS Trusts identified in the New Hospital Programme, a programme of investment in NHS hospitals, we have extensive plans to improve our hospitals and the services we deliver for patients. As well as the redevelopment of the Queen's Medical Centre and City Hospital, plans for a new 70 bed NHS rehabilitation facility set to be built on the Stanford Hall Rehabilitation Estate near Loughborough, are currently going through the approvals process.

We have recently become home to the latest series of Channel 4's award-winning series 24 Hours in A&E, which takes a look inside one of the country's busiest emergency department at QMC and showcases the dedication, passion and skill of our teams.

This is an exciting time to join NUH and help support our future ambitions.

JOB SUMMARY

- Hold responsibility for own caseload and be responsible for a defined area of service or a particular patient type, working without direct supervision.
- Contribute to the supervision and education of rotational occupational therapists, student occupational therapists, occupational therapy support staff and generic rehabilitation assistants

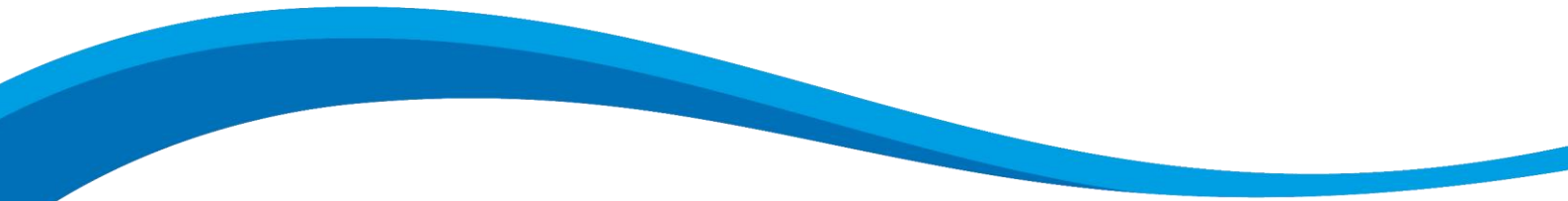
KEY JOB RESPONSIBILITIES

Clinical

1. Be professional and legally accountable for all aspects of own work, including the management of patients in your care.
2. Undertake specialist assessments of patients with diverse or complex presentations and multipathologies using specialist analysis, clinical reasoning skills, manual assessment techniques and listening skills to receive complex and sensitive details from patients to provide an accurate diagnosis of their condition.
3. . Formulate and deliver specialised occupational therapy treatment programmes based on specialist knowledge of evidence based practice and treatment options using clinical assessment, analysis and reasoning skills and knowledge of a range of treatment options eg. Splinting and orthotic techniques, compensatory strategies, assessment for and prescription of equipment

4. Be responsible for organising and planning own caseload to meet service and patient priorities, readjusting plans as situations change.
5. Communicate complex patient-related information effectively to ensure collaborative working with MDT colleagues across health and social care sectors to ensure delivery of a coordinated multidisciplinary service and assist in developing comprehensive discharge plans.
6. Contribute to safe and competent use of all occupational therapy equipment, patient appliances and aids by patients, junior and support staff and undergraduate students through training teaching and supervision of practice. This includes the assembly and demonstration of equipment for patient use.
7. Evaluate patient progress, reassess and alter treatment programmes if required.
8. Manage clinical risk within own patient caseload and working environment.
9. Maintain accurate and comprehensive patient treatment records in line with departmental standards and the Royal College of Occupational Therapy (RCOT) Standards of Practice.
10. Supervise juniors', assistants' and student occupational therapists' record keeping according to professional and Occupational Therapy Service Standards.
11. Represent the Occupational Therapy Service and/or individual patients at multi-disciplinary meetings

Professional

1. Adhere to RCOT Code of Professional Conduct and Practice at all times.
 2. Be responsible, as required, in liaison with senior colleagues, for teaching undergraduate occupational therapy students to graduate level on occupational therapy skills and knowledge within core clinical areas during student placements.
 3. Assist in clinically educating and training and evaluating the clinical competence of newly qualified occupational therapists and support staff, providing support and guidance and delegating tasks appropriately.
 4. Maintain and develop specialist knowledge of evidence based practice and critically evaluate own work and current practices through the use of evidence based practice projects, audit and outcome measures.
 5. Contribute to the development of improvements in service delivery and clinical practice using evidence-based practice to recommend and implement changes in liaison with the team leader.
 6. Be an active member of the occupational therapy in-service training programme participating in and leading sessions and feeding back information from appropriate external courses.
 7. Be actively involved in professional clinical groups such as OT Special Interest Groups and other professional development activities
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Organisational

1. Work within Trust clinical guidelines and RCOT guidelines and to have a working knowledge of national and local standards monitoring own and others quality of practice as appropriate.
2. Deputise for the Team Leader in their absence contributing to the operational management of the team by co-ordinating, allocating and organising the work of junior and assistant staff to meet service priorities on a daily basis.
3. Participate in the Trust staff appraisal scheme as an appraisee and be responsible for complying with agreed personal development programmes to meet set knowledge standards and competencies.
4. Participate in the Trust staff appraisal scheme in appraising Junior Occupational Therapists and support workers.
5. Undertake the accurate collection of data for use in monitoring the service and in audit and research projects.
6. Participate in the induction and training programmes for new staff, undergraduate occupational therapy students, locum staff and work experience students.
7. To participate in weekend rosters as required by the clinical speciality

Educational

1. Maintain competency by participating in identifying own training needs, engaging in continuous learning and development and maintaining a portfolio which reflects personal development and provides evidence of application of learning to practice.

GENERAL DUTIES

In addition to the key job responsibilities detailed in this job description all employees at Nottingham University Hospitals NHS Trust are expected to comply with the general duties detailed below:

Infection Control

To maintain a clean, safe environment, ensuring adherence to the Trust's standards of cleanliness, hygiene and infection control.

For senior/clinical managers the following statement must also be included

The post holder is accountable for minimising the risks of infections and for the implementation of the Code of Practice for the Prevention and Control of Healthcare Associated Infections as outlined in the Health Act 2006. This includes receiving assurance of risk and embedding evidence based practice into daily routines of all staff.

Safeguarding children, young people and vulnerable adults

Nottingham University Hospitals is committed to safeguarding and promoting the welfare of children, young people and vulnerable adults. All staff and volunteers are therefore expected to behave in such a way that supports this commitment.

Information Governance

All staff have an individual responsibility for creating accurate records of their work and for making entries into and managing all NHS records effectively in line with the Health Record Keeping Policy and other Health Records and Corporate Records Management policies and procedures in order to meet the Trust's legal, regulatory and accountability requirements.

Health and Safety

To take reasonable care to prevent injury to themselves or others who may be affected by their acts or omissions.

To co-operate fully in discharging the Trust policies and procedures with regard to health and safety matters.

To immediately report to their manager any shortcomings in health and safety procedures and practice.

To report any accidents or dangerous incidents to their immediate manager and safety representative as early as possible and submit a completed accident/incident form.

To use protective clothing and equipment where provided.

Whilst the aim of the Trust is to promote a co-operative and constructive view of health and safety concerns in the organisation, all staff must be aware that a wilful or irresponsible disregard for safety matters may give rise to disciplinary proceedings.

Governance

To actively participate in governance activities to ensure that the highest standards of care and business conduct are achieved.

Health and Wellbeing

Employees are expected to take all reasonable steps to look after both their physical health and mental health. To support employees to achieve this NUH offers a wide range of health and wellbeing activities and interventions. The full programme can be viewed at on the staff intranet.

Line managers are expected to encourage and support staff to look after their health and wellbeing, including the release of staff to attend health and wellbeing activities and interventions.

General Policies Procedures and Practices

To comply with all Trust policies, procedures and practices and to be responsible for keeping up to date with any changes to these.

WORKING CONDITIONS

- Occasional/frequent exposure to unpleasant conditions e.g. heat (hydrotherapy), management of expectoration of sputum, incontinence and other bodily fluids, infection, unpleasant odours and aggressive behaviour of patients, relatives and carers.
- Physical Effort - Daily workload may include moderate to heavy effort, which can be of short duration or sustained. To facilitate maximum rehabilitation treatment handling of patients may sometimes involve awkward positions. Daily movement of equipment and loads.

- Mental Effort - Daily multi-tasking in order to meet deadlines and deal with unpredictable work patterns.
- Emotional Effort - Occasional/frequent exposure to patients with emotional and psychological problems, providing support and evaluating where referral on to another professional is required.

JOB REVISION

This job description should be regarded as a guide to the duties required and is not definitive or restrictive in any way. The duties of the post may be varied from time to time in response to changing circumstances. This job description does not form part of the contract of employment.

Service Review

A strategic review of all Trust services is taking place, as a result of which some services, or parts of some services, may transfer from one campus to the other. This will be decided in accordance with the most appropriate way to provide the best healthcare for patients in the future and all staff will be fully consulted on about the impact of any such decisions.

Job description reviewed by: A Fletcher

Date: July 2023

