

VRANCH HOUSE

JOB DESCRIPTION

JOB TITLE	:	Children's Occupational Therapist
JOB GRADE	:	Band 5
Managerially responsible to	:	Chief Executive, Vbranch House
Professionally accountable to	:	Head of Therapy, Vbranch House
Job Location	:	Vbranch House

Job Summary:

- *The postholder is responsible for a clinical caseload providing occupational therapy assessment and treatment for children from mostly mainstream schools with motor skill and specific functional difficulties associated with a variety of conditions including neurological and neuromuscular disorders, Developmental Coordination Disorder and associated conditions e.g. ASC and ADHD, genetic disorders and syndromes, global developmental delay and musculo-skeletal problems.*
- *The post is full time (37.5 hrs / week) and is based at Vbranch House. Occasional visits to schools may be necessary.*

Specific Duties and Responsibilities**Clinical**

1. Be professionally and legally accountable for all aspects of own work, including the management of patients in your care.
2. Gain valid and effective consent and work within a legal framework with patients who lack capacity to consent to treatment.
3. Organise own workload providing assessment and treatment as an autonomous practitioner but to seek guidance from senior staff as appropriate.

4. To develop, implement and evaluate therapeutic treatment plans on a case-by-case basis.
5. Use a range of verbal and non-verbal communication tools to exchange complex and sensitive information in order to communicate effectively with patients. This may include patients who have problems communicating.
6. Formulate and deliver an individual therapy treatment programme based on a sound knowledge of evidence based practice and treatment options e.g. patient education, group work and other alternative options.
7. Work within Vbranch House and COT clinical guidelines and to have a good working knowledge of national and local standards. Monitor own and others quality of practice as appropriate.
8. Provide advice to medical and nursing staff and other members of the multi-disciplinary team regarding patient's condition and management.
9. Be responsible for maintaining accurate and comprehensive patient treatment records in line with Vbranch House and COT standards of practice.

Professional

1. Be responsible for maintaining own competency to post registration/graduate diploma level through theoretical study and reflection on practice. This will be through CPD activities, and maintaining a professional portfolio which reflects personal development.
2. Provide support, guidance and training to assistants, assessing and evaluating competence.
3. Maintain and develop current knowledge of evidenced-based practice in specific work areas.
4. Participate in the staff appraisal scheme as an appraisee and be responsible for complying with the agreed personal development plan.
5. Undertake the measurement and evaluation of work and current practice through the use of evidence based practice projects, audit and outcome measures, either individually or with more senior therapists.

6. Be an active member of the in-service training programme by participation in and attendance at in-service training programmes, tutorials, individual training sessions, external courses and peer review, in order to further develop knowledge.
7. Undertake, as directed, the collection of data for use in service audit and research projects. Undertake research into specific areas of clinical practice and service delivery using a range of research methodologies as part of MDT audit and departmental research initiatives.
8. Be actively involved in professional clinical groups, such as the Local Specialist Interest Groups, Peer Review Groups and other professional development activities in order to share and expand specialist knowledge.
9. To provide children and young people with the opportunity to express their views in an age appropriate way, to have their opinions taken into account and to be able to influence the shaping of services.

Organisational

1. Be responsible for the supervision and co-ordination of assistants.
2. Ensure that your practice meets the required professional standards of occupational therapy practice.
3. Be flexible to cover senior staff absence in respect of caseload responsibility.
4. Be responsible for organising and planning own caseload to meet service and patient priorities, readjusting plans as situations change.

Health and Safety:

The Postholder is required to take reasonable care of their own health and safety and that of other persons who may be affected by their acts or omissions.

The Postholder is required to conform to statutory regulations, Vbranch House Policies on Health and Safety, Safeguarding, fire procedures and confidentiality and to attend any training sessions as required.

This Job Description will be subject to review in the light of changing circumstances, and may include other duties and responsibilities

appropriate to the grade, as determined by the Head of Therapies or other designated officers, in consultation with the jobholder.