

# Job description

## POST

Specialist Occupational Therapist, Children and Young People's Therapy Team  
Reporting to Team leader

## SALARY

£35,392- £42,618 per annum

## CARE GROUP

Women and Children's

## BASE

Rainbow Centre - Ashford

## CONTACT

Sonia Sivyer – 07815649191/Julie Hammond 07815649189  
Louise Bailey – 07815649186

## Welcome to East Kent Hospitals

We are a Children and Young People's Therapy Service, recognising the benefits of integrated working across the three main therapies, working out of three localities based in Ashford, Folkestone and Dover. Our team consists of over 90 members of staff ranging from assistants, junior therapists to more senior therapists. We offer a community service alongside community paediatricians, clinical psychologists and specialist nurses as part of the child health provision in East Kent.

We offer a full package of benefits, including a car lease scheme; on-site childcare; generous annual leave in line with NHS terms and conditions; high street and public transport discounts; a 24/7 staff support service - and the little things that make life easier, like on-site Amazon lockers and fresh fruit and veg stalls.

### About us

We are one of the largest hospital trusts in England, with three acute hospitals and community sites serving a local population of around 700,000. We also provide specialist services for Kent and Medway.

We care about our patients and our people. We are focused on providing outstanding, safe patient care, and a positive working culture that benefits staff and patients alike. With our emphasis on staff training and development, a staff support scheme that's second to none, and a healthy package of benefits, it's easy to put down roots in East Kent Hospitals.



# Specialist Occupational Therapist

## Role specific duties

Our Children and Young People's Therapy team encourages an evidence-based outcomes focused approach to meeting the needs of our service users. We provide assessment and intervention based on a child's individual need regardless of their age. We have a thriving in-service CPD offer with support from a Practice Educator, regular clinical supervision and a wide range of support as required.

Our modernised IT offer has allowed us to develop flexible working between office, schools and home. We are offering a position working as an OT based in Ashford and working with children with a range of clinical needs.

We work closely with Kent County Council, local schools and pre-school provisions and other local therapy providers.

We offer:

- In-service CPD as well as external training for critical courses
- Access to support from a Practice Educator within our Team
- Opportunity to participate in research.
- Use of Canadian Occupational Performance Measures to record patient reported outcomes
- Access to department specialists and senior staff for advice and support and joint working.
- monthly supervision and access to peer supervision at all levels.
- Child Protection supervision 4 times per year.
- Local and Trust-wide wellbeing support

## Role specific duties

1. To assess, make a differential diagnosis on the basis of evidence, then develop and implement specialist programmes of care and treatment intervention to meet the needs of clients and evaluate outcomes.
2. To write reports reflecting specialist knowledge.
3. To ensure that patients are involved in the planning and prioritisation of their care plans wherever possible.
4. To demonstrate clinical effectiveness by use of evidence based practice and patient reported outcome measures.
5. To adapt practice to meet individual patients' circumstances, including due regard for cultural/social and linguistic differences.
6. To negotiate with carers, clients and others around individual case management.
7. To demonstrate skills in dealing with complex issues to generate appropriate strategies for caseload management.



8. To undertake any other duties commensurate with banding as may be deemed necessary by line manager and be prepared to work at any location within the Trust.
9. To prescribe the provision and/or recommend the purchase of specialist orthoses and equipment in discussion with clinical supervisor—Occupational Therapy
10. To develop a working knowledge of the principles of Clinical Governance and their application to professional practice.
11. To manage and prioritise own workload independently, and supervision of junior therapists, assistants and volunteers as required
12. To ensure the competent and safe use of equipment and orthoses by therapy assistants and other designated allied health team members, patients, carers and classroom assistants in specialist and mainstream settings



## Your commitments

We are focused on providing outstanding, safe patient care, and a positive working culture that benefits staff and patients alike. This is why we ask you to:

- maintain the confidentiality of information about patients, staff and other health service business and adhere to data protection law
- comply with the Trust's policies and procedures, including infection prevention and control, risk management, health and safety, safeguarding children and adults, financial management and use of resources
- act at all times in accordance with the professional Codes of Conduct and Accountability relevant to your role
- participate in annual mandatory training.

We are a smoke-free Trust, and offer staff support to stop smoking.

## Values

We care about our values of caring, safe, respect and making a difference. We'll ask you to

demonstrate these values during the recruitment process and throughout your appointment – and you can expect us to do the same.

## Our NHS People Promise

We are committed to the NHS People Promise. We want our culture to be positive, compassionate, and inclusive – and we all have our part to play.

## Living and working in East Kent

Our large district general hospitals, specialist units and community sites provide a vibrant and diverse working environment with the extensive opportunities and teaching facilities you would expect of a large trust.

East Kent offers stunning countryside, beautiful beaches and charming places of historic interest, with easy access to London. With excellent schools, a wealth of leisure facilities and easy family days out on your doorstep, alongside beautiful and affordable housing stock, the perfect work-life balance couldn't be easier to achieve.

## How to apply

For more information or to arrange to visit us, please contact Julie Hammond 07815649189 in the first instance or alternatively Louise Bailey – 07815649186 Sonia Sivyer – 07815649191



## Person specification

Requirements	Essential	Desirable	Method of assessment
Qualifications and training	Recognised Occupational Therapy Diploma/ Degree or equivalent HCPC registration – licence to practice Evidence of on-going personal and professional development Membership of RCOT.	Evidence of facilitating learning in practice Leadership and managerial training appropriate to role Evidence of relevant post graduate training Membership of CYPF specialist section	Application / Form Interview/ professional profile CPD portfolio
Clinical skills and experience	A minimum of 2 years post qualification experience Demonstrates evidence-based practice	Teaching experience as a student placement educator Experience of delegation of work to and supervision of junior members of staff Experience of developing and delivering training Experience of working with community services and statutory organisations Broad range of experience at band 5 level Relevant paediatric experience at undergraduate/postgraduate level	Application / Form Interview/ professional profile CPD portfolio
Governance	knowledge of the principles of clinical governance and audit Knowledge of standards of record keeping	Experience of being involved in clinical audit/service improvement	Application / Form Interview/ professional profile CPD portfolio
Personal/professional attributes	Excellent interpersonal skills – including observation, listening and empathy Highly developed negotiation and problem-solving skills Advanced clinical reasoning skills	Ability to assess and prescribe specialist equipment for children with complex presentations	Application / Form Interview/ professional profile
Other requirements	Awareness of national policies and procedures relevant to children and young people Can demonstrate ability to attend home and school visits in a timely and effective way	Understanding of the EHCP statutory process within education for children with additional needs Car licence	Application / Form Interview/ professional profile

## The small print

<b>Band</b>	<b>Band 6</b>
<b>Salary Scale</b>	<p>£35,392- £42,618 per annum</p> <p>Progression through the pay scale will be determined on an annual basis. It will be subject to the post holder demonstrating the required standards of performance, conduct and completion of statutory and role specific training.</p>
<b>Hours of work</b>	37.5 hours per week
<b>Annual Leave Entitlement</b>	<p>Annual leave entitlements are based upon the following lengths of NHS service (pro rata if applicable):</p> <p>On Appointment = 27 days            After five years = 29 days            After ten years = 33 days</p>
<b>Pension Scheme</b>	<p>As an NHS employee you will be entitled to join the NHS Pension scheme and will be enrolled from your first day of service, if you meet the eligibility criteria. Employees who are not eligible to join the NHS Pension Scheme may instead be enrolled in the Trust's Alternative qualifying scheme, NEST.</p> <p>Your remuneration will be subject to the deduction of superannuation contributions in accordance with the relevant scheme.</p>
<b>Contractual Notice</b>	<p>Bands 1-4 = 1 Month notice            Bands 5-6 = 2 Months notice            Band 7-9 = 3 Months notice</p>
<b>Probationary Period</b>	<p>New staff appointed to East Kent Hospitals University NHS Foundation Trust in this post will be subject to a 6 month probationary period. During this time you will be required to demonstrate to the Trust your suitability for the position in which you are employed. This period may be extended at the Trust's discretion and is without prejudice to the Trust's right to terminate your employment before the expiry of the probationary period. In the event that a decision is taken to terminate your contract of employment during or at the end of your probationary period, you will be entitled to a notice period in line with the statutory timescales, which for employees with less than one year's service is one week.</p>

## Dimensions

<b>Financial and Physical</b>	<b>Manages</b>	<p>To monitor stock levels in own service area and request new equipment as appropriate.</p> <p>To be responsible for the security, care and maintenance of equipment ensuring standards of infection control and safety are maintained – including equipment loaned to clients</p>
	<b>Impacts</b>	To ensure the appropriate use and upkeep of resources in order to reduce risks related to Health and Safety
<b>Workforce</b>	<b>Manages (Bands and WTE)</b>	<p>To complete annual appraisals for more junior staff including the 6 month review.</p> <p>To clinically supervise more junior SLT/OT/PTs or assistants.</p> <p>To facilitate the development of other's problem solving/negotiation skills within peer review/support.</p> <p>To provide student placements.</p> <p>To support students from other professional groups within the locality.</p> <p>To explain the role of paediatric therapies to visitors, students and volunteers</p> <p>To identify training needs in liaison with the Team Leaders.</p>
	<b>Located</b>	Main base identified above. May be required to work at other bases depending on service needs.
	<b>Impacts</b>	<p>Development of more junior therapists/ assistants in order to ensure a quality service is delivered.</p> <p>Service delivery in the community</p> <p>Access to the service</p> <p>Quality of service received by the children and young people, their parents/carers and their families</p> <p>Successful communication between all staff groups.</p> <p>Professional development of self and other team members</p>
<b>Other</b>		

## Communications and working relationships

<b>Internal</b>	<p>Children, young people, carers and relatives</p> <p>Child and Adolescent Mental Health Services (CAMHS)</p> <p>Consultant Community Paediatricians and associate specialists.</p> <p>Orthopaedic Consultants,</p> <p>Members of the Multidisciplinary Team - paediatric Occupational Therapy, Physiotherapy, Speech and Language Therapy and Community Clinical Psychologist.</p>
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	Members of the Child Health Management Team Administration staff
External to NHS	Parents and Carers Mainstream and Special School staff at the child or young person's school Pre-school setting LEA Staff from the Partnership team e.g. Specialist Teachers, social care
Other	Other Therapy Departments Paediatric Orthotists, Regional and specialist centres. Paediatric therapy teams. G.P's, Health Visitors, Wheelchair services, Community Paediatric Nursing Team, School Nurses Community equipment & loan store

## Environment

Category	Description/Definition	Frequency/Measures
<b>Working Conditions</b>	<p>To work in an environment where the work patterns may be disrupted by frequent demands from patients' carers, other clinical staff including telephone calls.</p> <p>The job may involve occasional exposure to unpleasant working conditions e.g. bodily fluids to include: sputum, vomit, unpleasant smells, children with head lice, home visits and occasional exposure to verbal and physical aggression.</p> <p>As part of clinical role will operate as a lone worker</p> <p>An expectation that the therapist's clinical base may change in order to meet the needs of the service.</p> <p>Working in a range of settings which may include: Clinics in bases, mainstream schools and nurseries but may also involve community clinics; children's centres; and children's homes. As a result these premises vary in the appropriacy and acceptability of for example: accommodation size, heating and lighting, equipment, privacy and confidentiality</p>	<p>Frequent</p> <p>Occasional</p> <p>Frequent</p> <p>Occasional</p> <p>Frequent</p>
<b>Physical Effort</b>	As part of professional role will transport equipment across the East Kent Hospitals Trust area and use within practice.	On a regular basis



	<p>There is a potential requirement to travel on a regular basis between clinical sites and community settings. To comply with Trust Manual Handling policy and local therapeutic handling guidelines at all times.</p> <p>To be able to demonstrate the physical ability to carry out physiotherapy assessment and interventions, including therapeutic handling and moving and handling activities.</p> <p>This job requires frequent periods of time working at floor level on a daily basis and requires moderate to intense physical effort</p>	<p>Frequent/occasional</p> <p>Always</p> <p>Frequent</p> <p>Frequent</p>
<b>Mental Effort</b>	<p>Required to concentrate on several complex issues and subjects at any one time.</p> <p>Required to reprioritise work and revisit decisions quickly in response to an immediate query/ issue at any given time.</p> <p>Frequent requirement for concentration where work pattern is unpredictable e.g. alterations to visits at little or no notice.</p> <p>To work in an environment where intense concentration is required due to the nature of the workload. There are constant disruptions to work patterns: demands from patients, carer and clinical staff.</p> <p>Requires in-depth concentration e.g. to undertake assessment and to interpret and analyse the results of both formal and informal information and then organise the results into an intervention that most appropriately meet the child's specific needs.</p> <p>Concentration is also required on a frequent basis for qualified Therapists for report writing, record keeping, and liaison with other professionals.</p> <p>Work is frequently unpredictable, requiring change from one task to another, within treatment sessions, during administration/management tasks, and in schools, the timetabling of the school day.</p>	<p>Frequently</p> <p>Frequently</p> <p>Frequently</p> <p>Frequently</p> <p>Frequently</p> <p>Frequently</p> <p>Frequently</p> <p>Occasionally</p>

	Sustained mental effort of supervising junior and clinical support staff. Therapists are using prolonged, intense concentration in carrying out treatment sessions with both individual children and groups	Frequently
<b>Emotional Effort</b>	Working with children, young people and their families who may be experiencing disability, loss or other highly emotive difficulties	Occasionally

### Most challenging part of the job

The mental and emotional effort of working effectively to provide an efficient service to children and their families often in challenging circumstances. The effort of needing to be able to work flexibly and responsively in order to meet patient and service needs.

We confirm that the details of the above post as presented are correct. This is a description of the duties of the post as it is at present. This is not intended to be exhaustive. The job will be reviewed on a regular basis in order to ensure that the duties meet the requirements of the service and to make any necessary changes.

