

| 1. JOB DETAILS | |
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| Job title: | Specialist Children's Occupational Therapist |
| Accountable to: | Service Manager |
| Managerially (if required) | Principal Occupational Therapist |
| Professionally (If required) | Principal Occupational Therapist |
| Agenda for Change Band: | Band 6 |
| Hours | 37.5 hours, Fixed Term for 6 Months |
| Location: | Child Development Centre's at Harrogate and Northallerton |
| 2. JOB SUMMARY (A brief description of the main purpose of the post) | |
| <ol style="list-style-type: none"> 1. To work as part of an interdisciplinary team in providing and contributing to the development of children's occupational needs. 2. To be autonomously responsible for a caseload of children with complex and multiple needs. 3. To provide occupational therapy assessment, intervention and evaluation for children requiring inpatient care, or within clinic or community settings and within local authority targeted provisions. 4. To undertake complex clinic, community and school based assessments with intervention programmes that have a focus on improving occupational performance and maximising participation 5. To work within allocated special schools that serve children with complex health and care needs and complete postural and functional assessments to maximise the child's occupational performance and participation. 6. To work closely with children, families, carers and colleagues in partnership agencies, to identify individualised and meaningful goals that are measurable and achievable. 7. To plan and implement individual and/or group interventions in collaboration with everyone involved, but with the child's health and well being needs and wishes at the forefront. 8. To advise on and prescribe specialist, assistive equipment at home, school and community settings to support the child and improve or maintain occupational performance. 9. To advise on and recommend environmental adaptations to support the child improve or maintain occupational performance. | |

10. To be responsive to the needs of the child/family and carer and make onward referrals or signpost to other services as necessary.
11. To deputise for senior staff as appropriate, to support the service.
12. To take an active role with service improvement in line with the directorate and service needs.
13. To delegate programmes and intervention plans to the band 4 assistant and monitor outcomes.

3. ROLE OF DEPARTMENT

(The function of the department in which the post holder works)

The Children's and County Wide Community Care Directorate at Harrogate & District NHS Foundation Trust provides a service for the community living in the Hambleton and Richmondshire and Harrogate and Rural localities. This post is based at one of our Child Development Centres in either Northallerton or Harrogate (base can be decided on appointment). The work within SEND hubs will involve travel as required across the whole of North Yorkshire including Hambleton & Richmondshire, Harrogate & Rural, Scarborough, and Whitby & Ryedale.

The Children's Occupational Therapy Service is part of Specialist Children's Services, comprising a team of over 90 members of staff, including administrative support, the autism assessment service, community paediatrics, clinical psychology, occupational therapy, physiotherapy, specialist nursing and speech and language therapy.

We are a specialist health service for children and young people age 0-19 years of age with mainly physical, communication, learning and developmental difficulties, affecting their health and well-being. The occupational therapist provides skilled assessment, advice and interventions for children and young people and offers support and guidance to families and carers.

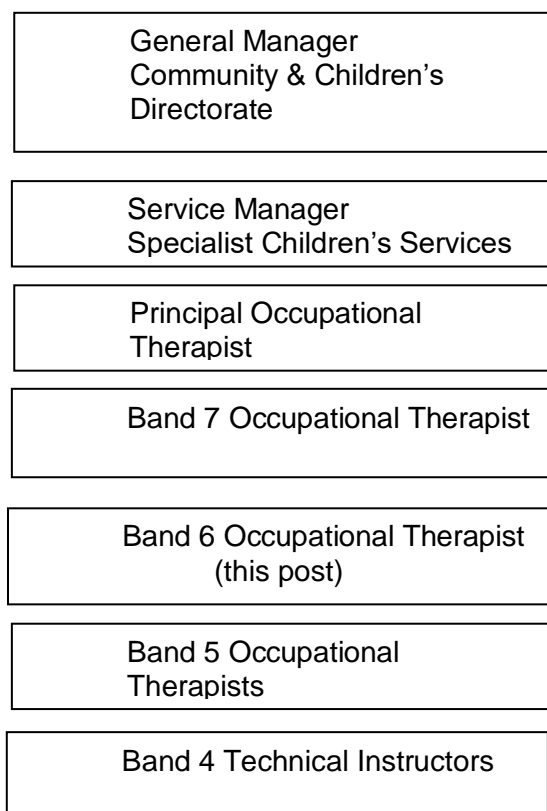
Services are delivered in two key localities, Harrogate and Rural District (HARD) locality and Hambleton and Richmondshire. Inpatient services are provided in the Harrogate locality with a special care baby unit and an inpatient children's ward.

Occupational therapists aim to enable children and young people to achieve optimal occupational performance and participation in activities of daily living including the development of skills (self-care, productivity, play and leisure) in school, home and community environments. We work co-operatively with other services and professionals to address the child or young person's needs in the most appropriate environment.

After recently being awarded a contract for Occupational Therapy provision for SEND hubs in North Yorkshire – specifically to deliver occupational therapy input into newly developed Targeted Mainstream Provisions, our Occupational Therapy team provide assessments and any agreed training as well as advice and expert witness to SEND Tribunals.

4. ORGANISATIONAL CHART

(Including in diagrammatic form to whom the post is responsible to and any posts which are responsible to the post holder)



5. KEY WORKING RELATIONSHIPS

(The range of individuals and organisations the post holder has contact with, how regularly and for what purpose)

Child Development Centre:

Occupational Therapy colleagues
Physiotherapy service colleagues
Speech & Language Therapy Service colleagues
Paediatricians
Autism Assessments Service
Administrators
Children's Community Nursing team
Special School Nursing team
Learning Disability Nursing Team
Senior Leadership Team
Paediatric Secretaries
Clinical Support staff

Other Partners for example

Child and Adolescent Mental Health Services
Early Years Support Teacher
Colleagues in mainstream and special schools
Colleagues in local authority services
Targeted Provision

The post holder will interface with colleagues and professionals regarding individual children, and will attend multi agency planning meetings, reviews and multidisciplinary meetings.

6. DUTIES AND RESPONSIBILITIES OF THE POST

1. Clinical role

- Provide Occupational Therapy to children and young people with varying and complex health care needs.
- To undertake assessment, provision and review to children in local authority targeted provision across North Yorkshire Council (NYC) and to provide training to teachers and parents in these provisions and across NYC.
- Take an active role in using outcome measures to ensure the quality and effectiveness of the service.
- To work as an autonomous practitioner within the context of a multidisciplinary service.
- Undertake statutory assessments regarding SEND provision.
- To ensure high standards of service to the client group, their relatives and carers
- To offer advice and training on areas of specialist expertise and make recommendations where appropriate.
- To liaise with other professionals and agencies in the best interests of the caseload.
- To be able to use the equipment required for the fulfilment of the role
- To effectively use available systems
- Work within organisational guidelines, HCPC standards and Royal College of Occupational Therapists guidance.
- To apply national and local standards and monitor own quality of practice.
- To be professionally and legally accountable for all aspects of own work, caseload and ensuring a high standard of care within the service.
- To manage clinical risk within own complex patient caseload.

2. Management / Leadership Responsibilities

- To effectively manage caseload
- To liaise with Principal Occupational Therapist to ensure adequate cover for your caseload.
- To work collaboratively and consistently with team members.
- To actively participate in the appraisal system
- To assist in the development and improvement of services in line with current national and local policy and legislation regarding services for children.
- To take responsibility for your own continuing professional development within your specialist area.
- To deputise for senior staff as appropriate

3. Policy and Service Development Role

- Be involved in service improvement as identified within the service
- To be familiar with the organisational policies and procedures
- Make use of tools for seeking patient/ carer feedback to help inform continuous service improvement.

4. Research and Audit Role

- Ensure the principles of good governance underpin all existing and new practice in area of responsibility.
- Take part in audits as set by the Principal Occupational Therapist.

5. Managing Resources Responsibilities

- To be responsible for the safe and competent use of all specialist paediatric equipment including specialist seating.
- Ensure safe use and maintenance of equipment used within the service, identifying and escalating any risk at the earliest opportunity

6. Education and Training

- To pursue professional and personal development, taking into account national guidelines and organisational policies
- Share knowledge and skills through the promotion of evidence based practice.
- Be active in the education of student occupational therapists within the clinical setting
- Ensure active participation in statutory and mandatory training in-service training programmes, tutorials, individual training sessions, external courses and peer review
- To actively participate in clinical supervision according to the organisation policy
- To be responsible for maintaining own competency to practice through CPD activities and maintain a portfolio which reflects personal development.

7. WORK SETTING AND REVIEW

(Who is responsible for setting and reviewing the work, the extent to which the post holder works unsupervised, and the extent to which they are free to act without direct reference to a more senior person)

Principal Occupational Therapist

8. JOB DESCRIPTION AGREEMENT

Post holder's signature

Date

Line Manager's signature

Date

PERSON SPECIFICATION

POST TITLE: Children's Occupational Therapist Band 6

| Factor | Essential | Desirable |
|---------------------------------------|--|---|
| Education/Training and Qualifications | <ul style="list-style-type: none"> • Registration with Health Care Professional Council • Diploma/BSc (Hons) in Occupational Therapy • Evidence of on-going professional development in area of specialism • UK driving licence • Evidence of CPD portfolio | <ul style="list-style-type: none"> • Membership of the British Association of Occupational therapy • Children & Young People's Special Interest Group. Membership. • Introductory/speciality short courses/study attended |
| Experience | <ul style="list-style-type: none"> • Paediatric occupational therapy practice experience. • Practice placement education experience in a related OT clinical speciality e.g. learning disability, physical disability, social services etc, with the ability to transfer OT core skills to the OT process with children & young people • Experience of working within a community setting, &/or a multi-disciplinary team. | <ul style="list-style-type: none"> • Introductory knowledge/experience of current paediatric practice including specialist assessments, Postural assessment, child development, outcome measures, treatment approaches & models of intervention. • Direct work experience with children e.g. youth worker, voluntary work, nursery experience • Delegation of work to support staff. |
| Skills/aptitude | <ul style="list-style-type: none"> • Effective oral & written communication skills & the ability to adapt communication style to the client group needs. • Excellent interpersonal skills – including observation, listening and empathy skills. • Ability to work independently & organise/prioritise own workload. • Effective clinical problem solving & analysis of ethical & professional issues. • Access & use of evidence based practice. • Knowledge of standards of record keeping • Good IT skills | <ul style="list-style-type: none"> • Previous experience working as a band 6 within a paediatric setting |

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|---------------------|---|---|
| | <ul style="list-style-type: none"> • Ability to work in a team | |
| Abilities/knowledge | <ul style="list-style-type: none"> • Current best practice & evidence base. • Working within the clinical governance frameworks | <ul style="list-style-type: none"> • Knowledge of relevant health legislation. |
| Attitudes | <p>The candidate will subscribe to the NHS values as below:</p> <ul style="list-style-type: none"> • Working together for Patients • Respect and dignity • Commitment to quality of care • Compassion • Improving lives • Everyone counts | |
| Other | <ul style="list-style-type: none"> • Car driver / ability to travel within locality | |
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PERSON SPECIFICATION AGREEMENT

Post holder

Date

Line Manager

Date

Each of the above points should be considered in the light of minimum requirements listed in the job description.