

PERSON SPECIFICATION (& SHORTLISTING FORM)

Job Title: **Band 6 RRIC Community Practitioner - Occupational Therapist**

Name of Applicant: _____

WEIGHTING

Criteria in each section are ranked in order of importance 3 – 1, with 3 being the most important

SHORTLISTING CRITERIA – using Application Form and accompanying information





Each candidate will be scored against the person specification as follows:

3 points = fully meets or exceeds the criteria

2 points = significantly meets criteria, although falls short on minor aspects

1 point = partially meets criteria, but falls short on key aspects

0 point = does not meet criteria

CATEGORY	CRITERIA	Weight (must be Completed)	HOW ASSESSED (must be completed)
Values:-  Collaborate  Aspire  Respect  Enable	Communicates openly, honestly and professionally, and actively promotes team working and building strong working relationships	3	All values must be assessed at the interview/ assessment stage using various methods e.g. open questions and scenarios
	Patients are always first. Drives service improvements. Strong self-awareness with a desire to grow.	3	
	Treats all with compassion and kindness. Ensures everyone feels valued.	3	
	Consults others and listens to their views/opinions. Enables others to take the initiative	3	

OUTSTANDING CARE

HEALTHY COMMUNITIES

AND A GREAT PLACE TO WORK

EDUCATION, QUALIFICATIONS & TRAINING eg Education, professional qualifications	Registered Allied Healthcare Professional with HCPC - Physiotherapist Occupational Therapist Paramedic Or Registered Nurse with RCN Degree/ Diploma in Physiotherapy Occupational Therapy Nursing Paramedic Science Experience of recent Continuous Professional Development.	3	Application form.
	Degree/ Diploma in Physiotherapy Occupational Therapy Nursing Paramedic Science	3	Application form.
	Experience of recent Continuous Professional Development.	3	Application form.
	Relevant post graduate clinical training e.g. Elderly Long Term Conditions Respiratory Disease Cardiac Disease Trauma, Orthopaedics & End of Life	3	Application form.
EXPERIENCE eg Breadth of occupational experience	Demonstrate experience post or pre-registration placements in relevant clinical areas for therapists:- Care of Elderly Orthopaedics Neurology Respiratory	3	Application Form

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	<p>Palliative Care</p> <p>Long term conditions</p> <p>Experience of working in a community/in-patient setting for a minimum of 3 years post registration.</p> <p>In depth experience of working within multi-agency/multi-disciplinary team.</p> <p>Experience of working with single assessment process.</p> <p>Experience of electronic clinical systems.</p> <p>Experience participating in research or audit project.</p> <p>Experience of day-to-day staff management e.g. case allocation to Health Care Assistants</p>	<p>2</p> <p>3</p> <p>1</p> <p>2</p> <p>2</p> <p>2</p>	<p>Application Form</p> <p>Application Form & Interview</p> <p>Application Form</p> <p>Application Form</p> <p>Application Form & Interview</p> <p>Application Form & Interview</p>

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SKILLS, ABILITIES & KNOWLEDGE eg Communication skills, excellent organisation skills, keyboard skills, high motivation, Special knowledge requirements e.g. NMC Code of Conduct, regulations etc.	Demonstrate profession specific clinical assessment planning delivery and evaluation skills.	3	Application Form & Interview
	Ability to manage complex cases.	2	Application Form & Interview
	Ability to develop and maintain partnership working.	2	Application Form & Interview
	Knowledge of legal requirement for working with vulnerable adults and those who lack capacity.	2	Application Form & Interview
	Ability to motivate staff.	3	Application Form
	Knowledge of modernisation agenda within the NHS and social care.	2	Application Form
	Excellent written and verbal communication skills.	3	Application Form & Interview
	Report writing skills.	2	Application Form
	IT Skills.	2	Application Form
	Presentation skills	3	Application Form & Interview
	Teaching patients, carers, and colleagues	2	Application Form
	Self-Awareness	3	Application Form & Interview
SPECIAL CIRCUMSTANCES eg Ability to travel to other sites. Ability to work internal rotation	Valid and current driving licence and car to be able to travel to locations throughout Buckinghamshire.	3	Application form

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