

Job Description

Job title:	Occupational Therapist Clinical Specialist (Older Adults Mental Health Services) RITT Team Pennine
Band:	7
Locality:	Pennine
Service:	RITT Team
Base:	Balladen House
AfC Ref:	
Hours of work:	37.5

Reporting arrangements:

Managerially accountable to: Gail Grimes – RITT Team Nurse Manager & Locality Service Manager

Professionally accountable to: Sallyann Walker – Occupational Therapist Lead

Job summary

The post holder will use their highly developed, specialist knowledge and understanding of the relationship between occupation and mental health to act as an expert resource for occupational therapy practice within the Pennine locality, older adult mental health services.

Autonomous in their practice the post holder prioritises planning, delivering and supervising interventions for people whose mental health problems and/or memory deficits have a marked impact on their occupational functioning and who have complex occupational needs. They will deliver a range of individual interventions drawn from relevant frames of reference, and demonstrate complex and highly developed skills of clinical thinking, reflection and analysis in their critical reasoning. They can manage challenging situations, and work with people with challenging needs, identifying and working to manage inherent risks.

This post will involve managing a caseload of predominantly older adults with mental health problems e.g. psychosis, severe depression, severe anxiety disorders and/or memory deficits/dementia. The therapist will work with service users, relatives, carers (both informal and formal) and other professionals to manage the continuing changes which occur as a part of their diagnosis.

Key responsibilities

The post holder will be responsible for advanced assessment to identify diagnosis indicators, decision making, planning Occupational Therapy intervention, making recommendations for and the commissioning of other appropriate services, the delivery of Occupational Therapy interventions, and crisis assessment and management.

The post holder will innovate and lead improvements, acting as a champion of new ideas within older adult mental health. The post holder will offer an occupational perspective to service developments and team approaches, and clearly articulate occupational therapy roles to local managers, team colleagues, service users and carers. The post holder assists local managers to develop multi-disciplinary team practice, so that teams are effective in meeting the occupational needs of their populations. They act as consultants in terms of clinical developments, monitoring local practice relative to national guidance and established best practice.

The post holder will be actively involved in research and audit within Occupational Therapy Service and as a member of the older adult mental health service. They will represent an expert clinical resource with whom other team members can consult.

The post holder will act as a source of expertise and demonstrate advanced knowledge, skill, and developing experience in the management of people experiencing mental health problems and/or memory deficits/dementia. They will supervise the work of others and provide mentorship for staff within and beyond occupational therapy. They will provide fieldwork education for occupational therapy undergraduates, and contribute learning material appropriate to their clinical area that would be of value to students from a range of disciplines.

Communication and Relationship Skills

To maximise therapy potential and intervention by communicating effectively with clients, relatives, carers and other professionals and agencies in relation to sensitive and distressing information.

To work across multi-agencies and have an extensive working knowledge of systems within the areas of Health, Social Services, Voluntary Agencies, Private Sector Agencies, Benefits Agency and Local Authorities.

To work as a lone practitioner in a variety of settings where there is a requirement to make immediate decisions within Lancashire & South Cumbria NHS Foundation Trust policies and guidelines.

To communicate effectively and work collaboratively with the teams in order to ensure the delivery of a co-ordinated multi-disciplinary and multi-agency service and to facilitate and maintain good working relationships.

As a senior member of the team, to establish effective communication networks as appropriate in the wider multi-disciplinary team, social services, and voluntary and private sector agencies.

To communicate and facilitate the communication of sensitive and distressing information to the client and their family / carers, regarding the client's complex condition, diagnosis / prognosis and the intervention required.

Present complex and sensitive clinical information in an informative and professional manner, with other workers involved in an individual's care and respecting the need for confidentiality so that information is shared on a 'need to know' basis.

Articulate the complex ideas regarding occupational therapy practice and occupational perspectives for health, and contribute to detailed locality planning in memory assessment services and local team discussions regarding service developments.

To establish and maintain relationships within the local teams and with occupational therapists colleagues across the network working in older adult mental health services.

Ensure that up-to-date written and electronic records, and activity data are maintained in accordance with Professional and Trust standards, and that sensitive information is held securely.

Provide timely professional reports demonstrating an experienced and informed analysis of specialist assessment findings, plans for interventions, clients' progress, and recommendations and/or advice for other workers.

Prepare, as required, analytical reports concerning service developments demonstrating a useful knowledge of available relevant literature, completing literature reviews where required, and condensing key findings into useful conclusions that can inform decision making and planning across the speciality.

Use effective and professional presentation skills to convey information and lead teaching / training sessions thus stimulating debate for multi-disciplinary colleagues and occupational therapy staff in hospital liaison services.

Make a key contribution to the multi-professional team to ensure the continued development of the service and maintain a knowledge and understanding of current legislation, policies, procedures, codes of practice and guidelines

Analytical and Judgmental Skills

To interpret and analyse clinical and non-clinical factors and be able to administer assessments in order to assist the multi-disciplinary team with diagnosis and prognosis in a wide range of highly complex conditions, and/or difficult to manage clients, and recommend appropriate intervention.

To provide consultancy, guidance and support on complex cases to multi-disciplinary colleagues and junior staff.

Demonstrate expert understanding of the effects of functional illness and memory loss on people's day-to-day functioning, and advice on strategies to reduce the impact of their disabilities through work with the individual and carers, and through adapting their social contexts and environments.

To be directly responsible for the professional management and co-ordinating delivery of the Occupational Therapy Service for older adults with mental health problems referred to hospital liaison services.

Assess and actively manage individual, activity, and environmental risk to ensure the safety of service users, colleagues, self, and the wider public.

Planning and Organisational Skills

To be accountable for own professional practise and responsible for autonomous assessing, clinical decision-making, treatment selection, and evaluation of treatment, being guided by agreed protocols, procedures and evidence based practice.

Delegate and supervise planned interventions to junior/support staff where applicable.

To work as a lone practitioner in a variety of settings where there is a requirement to make immediate decisions within Lancashire & South Cumbria NHS Foundation Trust policies and guidelines.

Facilitate and/or provide training, clinical supervision and professional management for occupational therapists, support staff and students, monitoring, appraising and developing clinical skills and professional standards. This will include use of formal and / or informal supervision and appraisal frameworks, working alongside the local line managers for occupational therapy staff annual reviews and the agreement of personal development plans, using appropriate documentation processes.

To provide specialist advice, teaching and training to other Occupational Therapy colleagues within the area of older people's mental health on the Occupational Therapy role with this client group, and specific assessments and interventions used in this area of work e.g. MOHO/MOHOST (Model of Human Occupation/Screening Tool); Middlesex Elderly Assessment of Mental State (MEAMS), Large Allens Cognitive Level Screen (LACLS), person-centred model of care, functional assessments, Pool's Activity Levels (PALS), Assessment of Motor and Process Skills (AMPS).

Patient/Client Care

To undertake comprehensive assessment of patients including those with a complex presentation, using analytical skills, functional, and specialist assessment skills. To formulate individualised treatment plans using clinical reasoning and utilising a wide range of treatment skills and options to formulate specialised treatment programmes.

Select, undertake and interpret the outcomes of occupational therapy assessments for people whose mental health and memory problems impact on their occupational performance to explore strengths and deficits and establish appropriateness of intervention.

In collaboration with the service user, plan, implement and modify where necessary, individual and/or group interventions to promote peoples occupational performance, enhance ability to fulfil meaningful life roles, develop daily living skills, address occupational risk factors and promote inclusion in their local communities.

To provide planned advice, teaching and instruction to carers and relatives to promote understanding of the client's difficulties and treatment aims. To ensure there is a consistent approach using terminology/language understandable to all. To support the identification/assessment of the carers' needs and opportunities for those needs to be met.

To develop and demonstrate advanced specialist skills related to older adult mental health needs which are underpinned by theory and practical experience. To include advanced specialist training and knowledge of the signs and symptoms related to a variety of mental health problems and have a comprehensive understanding of how these would impact on a person's everyday functioning.

To conduct comprehensive OT assessments taking into account physical ability, mental capacity and safety issues, and to make recommendations for the provision of equipment, accessories, adaptations and re-housing issues on the basis of these assessments.

To be responsible for ordering, fitting and checking of adaptive equipment as required, ensuring that the equipment is appropriate and can be used safely by clients and their carers.

To provide specialist advice, teaching and training to other members of the multi-disciplinary team and multi-agencies e.g. clients, relatives, informal carers, formal carers, nursing staff students, social services staff, residential nursing home staff, regarding the management of older adults with mental health needs. This includes specialist advice on the risk management of individual clients.

Responsibilities for Policy and Service Development

Assume clinical responsibility for the management of a specific occupational therapy caseload, assessing and reviewing appropriateness of referrals, and level of need. This will be organised effectively and efficiently with regard to the team's clinical priorities and

will target the postholders expert specialist skills by prioritising service users with complex occupational needs, and who are likely to benefit from intervention.

To be directly responsible for the professional management and co-ordinating delivery of the Occupational Therapy Service for older adults with mental health needs referred to hospital liaison services.

As an identified expert the occupational therapist within older adult mental health services will work with service managers and leading clinicians to prioritise service development projects, taking the lead in the management of key occupational therapy related projects.

Participate in multi-professional planning, evaluation and audit of practice, and develop clinical pathways and protocols.

Responsibilities for Finance

Ensure the effective and efficient use of physical and financial resources

Ensure all clinical equipment/ educational materials are well maintained and cleansed as required

Ensure necessary stock levels of materials and equipment is maintained, requesting replenishment as required.

Complete organisational time and expense sheets

Responsibilities for HR

Be responsible for own clinical professional development (CPD) and adhere to professional codes of practice. Maintain a CPD portfolio in accordance with Health Professions council guidelines to maintain professional registration.

Facilitate and/ or provide clinical supervision of therapists, assistants and students.

Work alongside service leads to facilitate Personal development reviews and development of personal development plans.

Facilitate and/or provide training, clinical supervision and professional management for junior staff and students, monitoring, appraising and developing clinical skills and professional standards. This will include use of formal and / or informal supervision and appraisal framework. Working alongside the local service leads and therapy staff

facilitate annual reviews and the agreement of personal development plans, using appropriate documentation processes.

To provide professional support, preceptorship/mentorship to develop service and role redesign and new ways of working.

Monitor and evaluate the effectiveness of learning and development including mentorship and preceptorship for all staff, where appropriate.

To participate in the recruitment and selection of staff.

To oversee, plan and implement the induction of new staff members and ensure that all relevant documentation is completed.

Responsibility for Information Resources

Ensure that up to date written and electronic records, and activity data are maintained in accordance with Professional and Trust standards, and that sensitive information is held securely.

Provide timely professional reports demonstrating an experienced and informed analysis of specialist assessment findings, plans for interventions, clients' progress, and recommendations and/or advice for other workers.

Prepare as required analytical reports concerning service developments demonstrating knowledge of current literature.

Continually monitor standards of care through benchmarking, clinical audit and quality improvement

Continually request monitor and act upon client/ carer feedback.

Research and Development

To be actively involved in research activities in this specialised area, demonstrating knowledge of current literature pertinent to practice

Use critical evaluation skills in reviewing current research, assimilating information to inform and guide themselves and colleagues within older adult mental health services so that practice is based on the best available evidence.

Collaborate with service managers clinical and professional leads in identifying research priorities within memory assessment services and apply an enquiring approach to service development.

Freedom to Act

To work autonomously but in compliance within Professional codes of conduct, national legal frameworks, and local clinical governance policy.

To access clinical supervision within agreed protocols

Other

To comply with responsibilities under the Health & Safety at Work Act, Trust and Departmental Policy and Procedures.

To report as soon as practicable any hazards or defects, any accidents and untoward incidents and to ensure that accident or incident forms are completed.

Assess and actively manage individual, activity, and environmental risk to ensure the safety of service users, colleagues, self, and the wider public. The post holder will be required to work with individuals whose behaviour may challenge.

The above indicates the main duties of the post which may be reviewed in the light of experience and development within the service. Any review will be undertaken in conjunction with the postholder.

Person Specification

Attributes	Essential	Desirable	Method of Assessment
Education/ Qualifications	<p>Degree Level or equivalent experience and/or relevant core professional qualification</p> <p>Teaching (ENB 998) or equivalent / demonstration of teaching / supervision experience</p> <p>Compliance with regulatory bodies and codes of professional conduct</p>	<p>Recognised management qualification</p> <p>Master's Degree in relevant subject or equivalent knowledge and experience</p>	<p>Usual methods of assessment for ALL attributes include:- Application Form</p>
Experience	<p>Evidence of extensive professional clinical Knowledge, skill and experience</p> <p>At least 2 years experience at Band 6 OT</p> <p>Evidence of management development through continuous professional development and/or formal management courses</p> <p>Experience of partnership working across a range of agencies and professional boundaries</p> <p>Experience in managing change processes.</p> <p>Experience in Performance Management</p> <p>Experience of effectively working with service users and carers</p>	<p>Experience of Managing Contracts</p> <p>Experience of Stakeholder Engagement</p> <p>Evidence of Operational Management</p> <p>Financial and resource management experience</p>	<p>Application Form and Interview</p> <p>Personal development portfolio</p>

	<p>Experience of clinical professional teaching in a community healthcare setting where appropriate</p> <p>Experience working as an independent and autonomous practitioner</p> <p>Experience of standard setting participating and leading clinical audit within own area</p>		
<p>Skills and Abilities</p>	<p>Highly developed clinical professional skills relevant to area of work</p> <p>Proven ability to affect service change</p> <p>Ability to ensure compliance with CQC requirements</p> <p>Proven ability to manage and mitigate clinical risks</p> <p>Effective leadership, organisational and people management skills</p> <p>Excellent motivational and team building skills</p> <p>Knowledge of local health and social care structures</p> <p>Understanding and ability to manage risk</p> <p>Evidence of good IT skills</p> <p>Good understanding of workforce Development issues</p> <p>Excellent prioritisation and time management- ability to carry a complex and demanding workload</p>	<p>Proven ability to implement and manage performance frameworks</p>	<p>Application Form and Interview</p>

	<p>Excellent communication skills including persuasion and negotiating skills</p> <p>Ability to handle sensitive situations and manage conflict</p> <p>Evidence of analytical and problem solving skills</p> <p>Able to demonstrate resilience</p>		
Work Related Circumstances	<p>Ability to carry out work which may involve physical effort e.g. Lifting, working in confined spaces</p> <p>Ability to work flexibly and comply with travel requirements of post</p>		Application Form and Interview
Other	<p>Enhanced DBS check undertaken</p> <p>Ability to travel around area of work</p> <p>Right to work within UK</p>		

Effort factors

Physical effort What physical effort is required for the job?	How often?	For how long?	What weight is involved?	Any mechanical aids?
Mobilising to/from base Driving to/from base Sitting/standing when interviewing patients/carers/liasing with staff Avoiding physical confrontation/abuse	Daily	Up to 120 mins per patient contact	none	none

Is the job holder expected to sit or stand in a restricted position?	How often?	For how long?	What activity is involved?
No	N/A	N/A	N/A

Mental effort Are there any duties requiring particular concentration? Please detail.	How often?	For how long?
Continuous listening skills when assessing/liasing with staff, patients. Remembering all pertinent information to be recorded.	Daily	Up to 120 mins per patient contact
Are there any duties of an unpredictable nature? Please detail.	How often?	For how long?
Unpredictable and high risk behaviour of patients and care-givers. Un-predictable co-morbid physical health needs of patients	Daily	Up to 120 mins per patient contact

Emotional effort Does the job involve dealing with any distressing or emotional circumstances? Please detail.	Direct / Indirect exposure	How often?

Hearing information that can be sensitive and distressing eg past abuse, current suicidal thought, grief, loss, stress	Direct	Daily
Working conditions Does the job involve exposure to unpleasant working conditions? Please detail.	How often?	
Foul odours from bodily fluids, wounds	Daily	

Our values and behaviours

The values and behaviours represent what we, as an organisation and the individuals who make up that organisation, are about. It is our aim that everything we do fits in with and reinforces, these values:

Values	Behaviors we expect
We are always learning	<ul style="list-style-type: none"> ✓ We pro-actively seek out opportunities to learn and support the learning of others ✓ We prioritise quality and safety and are open and flexible to change and improvement ✓ We value appraisals, supervision and learning opportunities ✓ We speak up if we are concerned about safety and focus on opportunities to improve
We are respectful	<ul style="list-style-type: none"> ✓ We are open and honest, trying our best to ensure people receive information in ways they can understand ✓ We seek, value and learn from diverse perspectives, views and experiences ✓ We put service users and carers at the heart of everything we do ✓ We take pride in our work and understand we are responsible for our actions
We are kind	<ul style="list-style-type: none"> ✓ We are approachable and show compassion ✓ We actively listen to what people need and pro-actively offer our support ✓ We care for our own wellbeing and the wellbeing of others ✓ We celebrate success and provide feedback that is authentic and compassionate
We are a team	<ul style="list-style-type: none"> ✓ We take personal and team accountability to deliver the highest standards of care ✓ We work in active partnership with service users and carers ✓ We actively build trusting relationships and help others feel joy and pride in work ✓ We work well with colleagues across LSCft and in our partner organisations to enable patient centred, joined up care

Special conditions:

As a member of staff you have:

- Legal duties and responsibilities under health and safety legislation, plus a general duty to work safely and not to put others at risk, including colleagues, service users and visitors, as a result of any activity or omission at work.
- A duty to report any practice that you consider compromises standards of risk and health and safety. The Whistle-Blowing Policy gives effect to the Public Interest Disclosure Act under which an individual who raises such concerns for unfair treatment is protected.

All Lancashire and South Cumbria NHS Foundation Trust staff employed within all environments that have contact with service users, their families or systems to support them have a responsibility to safeguard and promote the welfare of children, adults and vulnerable families.

As a member of staff you must:

- All Lancashire and South Cumbria NHS Foundation Trust staff employed within clinical environments have contact with children, vulnerable adults, service users and their families must familiarise themselves and be aware of their responsibilities and adhere to the local safeguarding

children's board, local safeguarding adult board and Lancashire and South Cumbria NHS Foundation Trust procedures for safeguarding and protecting children.

- The Trust places great emphasis on the need for the strictest confidentiality in respect of personal data; both that of service users and staff. All information about people will be treated in the strictest confidence at all times. Breaches of confidentiality will be investigated and may lead to disciplinary action being taken.
- The Trust views its responsibility under the Data Protection Act and the Caldicott Principles as central to all activities that are carried out in its name. Staff are therefore expected to acquaint themselves with the principles of information governance and to complete the mandated training modules which have been agreed.
- The Trust places great importance on sustainable development, reducing its carbon footprint and maximising the positive social, economic and environmental outcomes of Trust actions and activities. As an employee it will be your responsibility to minimise your environmental impact, use resources efficiently, saving energy by switching off unnecessary equipment, reducing waste generation, using recycling / redistribution facilities, minimising travel and saving water when possible. If your role involves purchasing / ordering supplies you must consider the environmental / sustainable impacts and purchase optimal environmental / sustainable products / services.
- All staff and contractors must follow Trust policies and procedures relating to infection prevention and control (IPC) including the Dress Code Policy. All staff have a duty of care in following best practice which is fundamental to IPC, which includes maintaining a clean and safe environment at all times. It is an expectation that Trust staff at all levels make IPC a priority as they perform their roles.

Promoting equality and reducing inequalities:

- You should understand and uphold organisational policies and principles on the everyday promotion of equality, diversity and inclusion.
- You should create an inclusive working environment which values a variety of ideas, experiences and practice, where differences are respected and celebrated for the benefit of ourselves, the Trust and the communities we serve.
- You should uphold the Trust's commitment to health and wellbeing.



**We are
Kind**



**We are
Respectful**



**We are
Always
Learning**



**We are a
Team**