

THE ROYAL BOROUGH OF KENSINGTON AND CHELSEA
HOUSING, HEALTH AND ADULT SOCIAL CARE- BUSINESS GROUP

JOB PROFILE

Job Title:	Occupational Therapist
Department:	Adult Social Care
Grade:	Band D. £34,126 -£41,666 PA
Location:	North- Ladbroke Grove
Responsible to:	Senior Occupational Therapist
Responsible for:	May be responsible for Occupational Therapy Assistant and Occupational Therapy Students on placement

Main Purpose of the Job

To provide an Occupational Therapy Service to physically disabled residents within the Royal Borough of Kensington and Chelsea (RBKC). The aim is to enhance independence, reduce dependency on care, and manage risks in daily life activities.

Main Duties and Responsibilities

- 1 To use strength- based approach for assessment and OT support plan. Be creative to meet the Service User's needs and thinking 'outside the box'.
- 2 To advise service users on all aspects of their daily life including information about community-based services, LD, Primary Care and Mental Health, as appropriate.
- 3 To advise on ways of overcoming problems and risk reductions of daily living by using new techniques or technological solutions.
- 4 To adapt the environment to suit the service user's needs by recommending and ordering appropriate and cost -effective equipment and/or minor adaptations to the home.
- 5 To demonstrate and provide guidance to the service user, his/her family and carers' in the correct use of OT equipment. Develop knowledge about new equipment including assistive technology.
- 6 To meet the OT practice standards, HCPC regulation and RBKC OT service policies and procedures. Share newly acquired knowledge with the colleagues to improve the overall quality of the OT Service.
7. To work in partnership with the health and other relevant agencies in order to provide continuity of care to the service users.

- 13 To supervise Occupational Therapy Assistants and Occupational Therapy Students as required, keeping line manager informed.
- 14 To maintain concise records of assessments and other contacts with users, relatives and other professionals in accordance with departmental and professional policies.
- 16 To contribute to and participate in the planning and review of departmental policies. To adhere to deadlines for competing the work and tasks. Achieve the set targets to ensure performance targets are met.
- 17 To identify own training and development needs and with agreement of managers group, attend internal and external courses to support personal continuing professional development. To complete development logs and share knowledge gained within team and borough meetings.
- 18 To keep abreast of developments within the OT profession and in the provision of Social Care.
- 19 To design, implement and evaluate project/research type work.
- 20 To act as a representative of the OT team or service at meetings or on working parties.
- 21 To make full use of Information Technology systems i.e. Personal Index, Lotus Notes, Word, E-mail, Power Point, Intranet /Internet and to undertake further training as necessary.

The duties and responsibilities outlined in this job profile are indicative of the role, however they are not exhaustive and may be subject to change. In addition, you will be required to undertake other reasonable duties as directed by your manager.

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PERSON SPECIFICATION

Job Title:	Occupational Therapist
Department:	Adult Social Care
Grade:	Range D

Listed below are the key requirements and behaviours needed to undertake this job. These will form a key part of the decision process. Some of the criteria are essential, whilst others are desirable.

In addition to these requirements and behaviours, all jobs within the Royal Borough demand a satisfactory and reliable level of attendance and work performance, and good standards of conduct and personal behaviour. Evidence for these will be sought as part of the recruitment process.

Technical and Job Specific Requirements

	Essential	Desirable
Diploma of the College of Occupational Therapists or B Sc O.T.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Registered as an Occupational Therapist with the Health Professions Council (HPC)		
Minimum 1- year experience of working with older and disabled people		
Ability to undertake holistic assessments of service user’s and carer’s needs and establish their priorities		
Knowledge of relevant legislation and an awareness of its impact on user group		

	Essential	Desirable
	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Awareness of the importance of current professional issues and an ability to consider these within the context of departmental issues		
Awareness of Health and Safety legislation and guidance		
Awareness of issues affecting people with disabilities living in an inner city area.		

	Our Values & Behaviours
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D

PUTTING COMMUNITIES FIRST

- We put local people at the heart of decision making in everything we do.
- We seek to include and involve: all voices matter.
- We provide quality services that are responsive, effective and efficient.

The following examples are indicators of effective behaviour:

- I actively involve and include the communities that I serve in my work.
- I shall reflect the views of the communities in my daily work.
- I shall improve the service I provide through seeking feedback from others.

Our residents will feel that:

- I have been included
- I can see how my views have been taken into account
- I can see improvements and developments based on my input

E

RESPECT

- We listen to everyone and value the personal experiences of people in our communities and of each other.
- We adopt a fair, and involving approach regardless of any way in which an individual is different to us.

The following examples are indicators of effective behaviour:

- I adapt my approach to take account of all differences and cultures in the community and with colleagues.
- I ensure I am equitable and fair by including those who are quiet or may not be able to represent themselves. • I communicate in a way that is respectful, encourages involvement and meets people's needs.

Our residents will feel that:

- I feel my culture and background are respected.
- I have confidence that action is being taken.
- I feel I am being treated fairly.

<p>F</p>	<div style="text-align: center; background-color: #00AEEF; color: white; padding: 5px; border: 1px solid black; border-radius: 10px; width: fit-content; margin: 0 auto;"> <p>INTEGRITY</p> </div> <ul style="list-style-type: none"> • We act with openness, honesty, compassion, responsibility and humility. • We let people know what we are doing and communicate why and how decisions have been made. <p>The following examples are indicators of effective behaviour:</p> <ul style="list-style-type: none"> • I demonstrate empathy in my interactions with others. • I am honest and transparent about the decisions I take.
	<ul style="list-style-type: none"> • I follow through on the actions I say I will take and take ownership for communicating the outcome. <p>Our residents will feel that:</p> <ul style="list-style-type: none"> • I am told when something is not possible and the reasons why are explained to me. • I feel my perspective is listened to and understood. • I feel my views are valued
<p>G</p>	<div style="text-align: center; background-color: #00AEEF; color: white; padding: 5px; border: 1px solid black; border-radius: 10px; width: fit-content; margin: 0 auto;"> <p>WORKING TOGETHER</p> </div> <ul style="list-style-type: none"> • We work together and in partnership with everyone that has an impact on the lives of our residents. • We want to understand, learn from each other and continually adapt. <p>The following examples are indicators of effective behaviour:</p> <ul style="list-style-type: none"> • I work with others to provide an effective service for residents, local communities and other departments within the Council. • I seek ways to work with other departments to deliver a seamless service and find opportunities to improve. • I seek out opportunities to learn from my colleagues and build on good practice. <p>Our residents will feel that:</p> <ul style="list-style-type: none"> • I can get my issue resolved without being passed around departments. • I find it easy to access the services that I need. • I feel the Council is open to new ideas.

