

London Borough of Lambeth JOB DESCRIPTION

Job Title: Occupational Therapist Housing and Regeneration

Directorate: Adults and Health

Grade: PO1 – PO3

Responsible to: Practitioner Manager or Team Manager

Responsible for: Not applicable

Main Purpose of Post

To support the delivery of the Council's regeneration programme by providing a specialist Occupational Therapy service to residents affected by the Council's regeneration programme, within the requirement of Community Care and various other disabilities /other legislation with the aims of supporting them through the various stages of regeneration including where their home is identified for potential regeneration, assessment of housing need and allocation of a new home, the moving and settling in period; helping them to be as independent as possible To offer information, advice, assessment and recommendations as well as a range of resources, and to share skills/offer training or advice to disabled people, their carers and families and other service providers in the Borough. This may be provided from a variety of venues and through individual or group work, but primarily concerns visiting people at home.

Taking a case management approach, supporting the decant team to ensure that vulnerable residents affected by the council's regeneration programme are identified at the earliest opportunity and tailored support plans are put in place in mitigate supported appropriately through the decant and rehousing process

Work with other team members within multi-disciplinary social care teams towards providing a responsive, flexible service based on real demands and needs and aiming for efficiency and equity.

Assess the needs of service users, including children, working collaboratively with them, families and their carers and other involved professionals, and prepare support plans that promote maximum control and independence for the service user.

Manage a caseload effectively and efficiently, liaising with a wide range of colleagues, service-providers, carers and other departments/agencies as appropriate.

PO1 key responsibility areas:

Assessment

1. To complete holistic, person-centred Occupational Therapy functional assessments of Adults and Children living in the community, in order to identify their physical, sensory, psychological, cognitive needs in relation to their Activities of Daily Living, within their environment and support systems. To complete these assessments with other involved professionals and carers, where relevant.
2. To identify appropriate short-, medium- and long-term intervention and treatment plans with goal setting, in conjunction with the clients and families and carers, where appropriate in order to address the needs identified in the Occupational Therapy assessment.
3. To identify potential short-, medium- and long-term risk factors including those which could lead to safeguarding issues, moving and handling risks and falls risks.
4. To recognise and act on safeguarding concerns relating to children and to adults with care and support needs. To identify and raise safeguarding concerns relating to children and adults with care and support needs.
5. To identify clients who may have the potential to be progressed from double handed care packages to single handed care packages.
6. To complete Occupational Therapy reports and assessments in a timely manner. These assessments may be completed in conjunction with specialist product representatives, health and social service professionals and building surveyors as required.
7. To refer clients on to other appropriate health and social care teams as part of the holistic Occupational Therapy assessment and intervention plan.

Intervention

8. To provide standard and/or specialist equipment to meet the needs of clients and carers. To demonstrate the safe use of equipment, adaptations, and alternative methods, to increase or maintain client independence and/or to assist carers.
9. To provide moving and handling equipment to meet the needs of clients and carers and to demonstrate the safe use of equipment to clients and carers. To provide a written moving and handling care plan for use by clients and carers.
10. To identify and request minor adaptations to meet identified needs with positioning diagrams as required. To complete joint visits with builders as required.
11. To complete OT specifications for major adaptation works for owner occupier, housing association, council and privately rented properties in line with the Housing Grants, Construction and Regeneration Act 1996. To complete site visits when required.
12. To provide detailed recommendations to Lambeth Housing (Part 3 Housing Report) and to housing associations, to support rehousing to specialist housing where adaptations are not reasonable and practicable, necessary and appropriate (Housing Grants, Construction and Regeneration Act 1996).

13. To complete void viewings for Lambeth and Housing Association Housing stock, as requested by the Housing Department and to produce a Void Property Inspection Report communicating detailed information about the current property layout and which client's needs could be met in the property
14. To arrange and participate in meetings and joint visits with other health, social service and voluntary sector professionals where relevant. To co-ordinate and provide relevant input into multi-agency liaison, planning and safeguarding meetings to ensure integrated, effective working and clear communication arrangements.
15. To complete joint visits with Trusted Assessors (TA) to jointly assess, and to give professional guidance and support to TAs and colleagues, including Social Workers. To raise with management when the case requires reallocation to an OT.

Review

16. To review the appropriateness and safety of all occupational therapy interventions: including equipment trialled or provided; the provision of recycled special items; and minor adaptations completed. Occupational therapy reviews to be completed with engagement from client, informal and formal carers and other professionals as appropriate.
17. Where required, to work in partnership with Home Improvement Agency and/or housing associations to review completed major adaptation works. If there are problems with the completed works, to make further recommendations and review as necessary.
18. To review Moving and Handling Plans, to meet the evolving functional need of the client with engagement from client, informal and formal carers, and other professionals as appropriate.
19. To complete occupational therapy assessments/ occupational therapy reviews from an observational and functional perspective which may include recommendations for the optimisation of care packages.

Advice

20. Provide professional advice to non OT professional colleagues in health, social services and the voluntary sector on the needs of people living with disabilities.
21. Ensure people with occupational therapy needs and their carers get the advice support and guidance which they should have and may include making sure they have access to translation, interpretation or advocacy services.

Service development

22. Participate in learning events for the team, colleagues, and external agencies as appropriate.
23. Participate in project work and or group work as agreed with managers.

Professional development

24. Make constructive use of regular supervision sessions and participate in staff appraisal, training and development activities. Identify own training needs in consultation with manager and attend relevant training events/ courses.
25. To participate in training as identified through the staff development process and take responsibility for continuing professional development.
26. To keep skills and knowledge up to up-to-date, in order to meet the requirements of the role and to maintain requirements of professional registration. This will include keeping up-to-date with relevant law, regulations and guidance, and acting in line with it.

General duties

27. Attend Courts, Tribunals and other hearings as required to give evidence, submit reports and provide representation for the council.
28. To apply the Mental Capacity Act 2005 to work done, where the situation requires it. This may include assessing capacity for decision making and contributing to best interest decisions.
29. To contribute to the investigation and resolution of complaints, Member's enquiries or Local Government Ombudsman enquires and play a part as needed in identifying and acting on the lessons learned from these.
30. Maintain accurate written and computerised records in line with service and departmental requirements, including those of confidentiality and data protection.
31. At all times to carry out activities within the framework of the Council's policies, procedures and standing orders, and current employment legislation with due regard to the Health and Safety at Work Act.
32. To undertake other duties within the post's scope of responsibilities that might be reasonably requested from time to time.

PO2 level key responsibility areas

As above plus:

1. To carry out effective work in more complex cases, for example those where may be any one of:
 - The person with occupational therapy needs avoids, withdraws from, or refuses contact or assistance
 - Contribution to the reduction of, or prevent the increase to, a package of care, by providing or changing 1-2 pieces of OT equipment from the standard OT catalogue
 - Mounting concerns or escalating risk
 - Constraints such as limited options or difficulties in accessing salient information
 - Situations which involve risk limitation rather than removal
2. Effective work in such complex and challenging situations including:
 - Achieving concrete results through the application of a detailed knowledge of a wide range of legislation and policies
 - Contributing to work across networks, communities, and agencies
 - Influencing change in the lives of people with occupational therapy needs and their carers through relationship-based work
 - Practice that is demonstrably evidence-informed
 - Carry out assessments where the situation is deemed to be more complex/ multiple risk factors have been identified or anticipated due to an adult or child's medical condition, disability, environment, behaviour, social dynamic's and/or the need for multi-agency working
 - Work that evidence sound decision-making, that is done with an appropriate level of independence and autonomy
3. Following identification of a safeguarding concern, to contribute relevant knowledge, information, actions, and recommendations to the safeguarding enquiry process.
4. Developing some specialist knowledge and skills in an area such as practice education, moving and handling, postural management, or research methods.
5. Supporting the professional development of other team members which may involve sharing knowledge and skills with less experienced OTs with a view to developing practice.

PO3 level key

responsibility areas As

per PO2 level, plus;

1. To be able to carry out effective work in the most complex and challenging cases, for example, those with two or more of the following characteristics:
 - Multi agency input
 - Complex family or organisational dynamics
 - Serious hostility and conflicts of interest
 - Multiple problems or disadvantages
 - Multiple and significant risk factors

- The need to take into account the public interest
- Contribution to the reduction of, or prevent the increase to, a package of care, by providing or changing multiple and/or specialist OT pieces of equipment.

2. Effective work in such complex and challenging situations including:

- Co-ordinating work across networks, communities and agencies
- Being able to take the initiative to form constructive alliances and to act as a change agent
- Applying skills appropriately around management of self and professional identity
- Working with appropriate independence, which will involve collaborating on equal terms with members of other professions
- Carry out assessments where the situation is deemed to be significantly complex/ multiple high risk factors have been identified or anticipated due to an adult or child's medical condition, disability, environment, behaviour, social dynamic's and/or the need for multiagency working
- To participate in joint visits with less experienced OTs to support complex clinical reasoning/ problem solving and/or to facilitate good communication with clients and informal and formal carers in case where there is challenging dynamics.

3. Work unsupervised and self-authorise your own written work.

4. To undertake a safeguarding enquiry and develop safeguarding plans, where an OT is the best placed professional to address the safeguarding concern, as agreed by an OT PM. OT-specific concerns would be in relation to provision/safety of OT equipment, and complex moving and handling issues. This would be completed under the guidance of a Safeguarding Adults Manager (SAM), ensuring the work is in line with the relevant policy, procedure and guidance.

5. Contributing to the development of services, policies, practice and research.

6. Those with the relevant qualification will undertake and continue to practice in one or more of the following roles as reasonably requested:

- Practice Educator
- Best Interest Assessor
- Approved Mental Health Professional
- Posture Management for people with complex disability

PERSON SPECIFICATION
Occupational Therapist PO1 – PO3

<p>It is essential that in your written supporting statement you give evidence or examples of your proven experience in each of the short-listing criteria marked Application (A)</p> <p>You should expect that all areas listed below will be assessed as part of the interview and assessment process should you be shortlisted.</p> <p>If you are applying under the two ticks scheme, you will need to give evidence or examples of your proven experience in the areas marked with “Two Ticks” () on the person specification when you complete the application form.</p>			Shortlisting Criteria
<i>For link/career graded post, please mark knowledge, experience, and behaviours clearly for each grade.</i>			
Key Knowledge	K1	Up to date professional and technical expertise in relation to equipment and adaptations for people with disabilities or children with disabilities as relevant to the post	✓A
	K2	Knowledge of the legislative framework relevant to Disability Services and Occupational Therapy.	
Relevant Experience	E1	Experience of a fieldwork placement or employment in an Occupational Therapy setting with people with physical disabilities.	✓A
	E2	Experience of approved moving and handling techniques.	✓A
	E3	Experience of working with people who require adapted environments	A
	E4	PO2: Extensive experience of successfully holding more complex cases. This will mean those at PO1 level will be building their experiences and skills toward this level.	A
	E5	PO3: Extensive experience of successfully managing the most complex and challenging cases. This will mean those at PO2 level will be building their experiences and skills toward this level.	A
Qualification	Q1	Professional qualification in Occupational Therapy and must be registered with the Health & Care Professions Council (or any successor body	✓A

Core Behaviours	B1	Communicates Effectively: <ul style="list-style-type: none"> Using clear language when we talk or write to people, so that they can understand and engage. Use the service users preferred means of communication (including the use of interpreters where needed). 	A
	B2	Focuses on People: <ul style="list-style-type: none"> Show empathy and support people to improve their wellbeing. 	
	B3	Focuses on Results: <ul style="list-style-type: none"> Focusing on the result for the council but also the result for the citizens. Achieving the individual goals agreed with our citizens to meet 	
	B4	Takes Ownership: <ul style="list-style-type: none"> Takes responsibility for managing casework and development in line with professional requirements. 	
	B5	Works Collaboratively: <ul style="list-style-type: none"> Build good relationships with local partners, whilst remaining committed to achieving positive outcomes. Working with individuals and families, in their best interest, to optimize health and wellbeing. 	A
Additional behaviours at PO2 and PO3 level		Focuses on People: <ul style="list-style-type: none"> Work creatively and innovatively with people who require help and support, ensuring an excellent service is received by all. 	A

		<p>Taking ownership:</p> <ul style="list-style-type: none"> • Taking ownership of complex case work, breaking it down and reflecting if there is a more efficient way of achieving it 	A
Additional behaviours at PO3 level		<p>Works Collaboratively:</p> <ul style="list-style-type: none"> • Providing support, advice and guidance to teams and external agencies. 	A