



JOB DESCRIPTION

POST TITLE:	<i>Highly Specialist Occupational Therapist</i>
DEPARTMENT:	<i>Therapy</i>
CURRENT GRADE:	<i>AFC Band 7</i>
HOURS:	<i>41 hours per week</i>
RESPONSIBLE TO:	<i>The Head of Therapy, the Principal & ultimately the Trustees of Moor House School & College</i>

Job Summary

- To contribute to the on-going development of the occupational therapy department.
- To carry out highly-specialist occupational therapy assessments.
- To deliver a range of comprehensive, highly-specialist occupational therapy intervention packages to a designated caseload of students with a range of OT needs associated with persistent speech and language impairments.
- To evaluate the effectiveness of occupational therapy interventions.
- To work collaboratively with all staff in order to ensure occupational therapy is integrated into curriculum planning and delivery and the student's life outside of school.
- To contribute to pre-admission assessments and reports.

Core Job Functions/Responsibilities.

1. Clinical.

- To be responsible for the delivery of a range of highly-specialist, evidence-based occupational therapy intervention packages to a designated caseload at Moor House School & College.
- To provide highly-specialist occupational therapy assessment, reassessment and analysis of students communication profile in order to make highly specialist clinical decisions for complex cases.
- Using expert clinical reasoning skills, to analyse and interpret complex assessment findings from both standardised and non-standardised assessments and a range of sources e.g. medical reports, Social Services and Education reports in order to help establish an accurate diagnosis and prognosis as well as ascertain progress potential and formulate uni-disciplinary and multi-disciplinary rehabilitation goals. This includes being able to analyse and interpret complex clinical and social information from a range of sources e.g. medical reports, social services and education reports, and integrate it appropriately into Occupational Therapy assessment, therapy plans and EHCP's.
- To write reports reflecting highly-specialist knowledge for annual reviews and/or LA/private referrals for assessment which are sufficiently robust as to stand up to external scrutiny and which include the implications of the students' difficulties on learning.
- To plan and develop the most appropriate intensive, evidence-based treatment programme to meet individual students' needs and provide long-term management of the student ensuring high standards of clinical care and best outcomes.
- To accurately analyse and interpret complex clinical and social information, and integrate it appropriately into occupational therapy assessment and treatment plans.
- To provide highly-specialist advice within clinical field regarding the management of students with sensory and motor difficulties to a range of audiences including internal staff and external agencies as requested.
- To provide training to parents/carers in order to ensure therapeutic aims are being generalised to the home environment.
- To offer second opinions in the area sensory and motor difficulties at the request of the Head of Therapy and/or OT Team Leader.
- To lead on an area of clinical specialism relevant to the caseload at Moor House School & College, providing training as appropriate to staff developing skills in the area. This may involve joint project leadership with members of the other departments in the school.
- To be responsible for ensuring that in situations whereby the duty of care of students at Moor House School & College comes to an end that the appropriate referrals are made onwards.
- To provide highly-specialist training and advice as part of the intervention package in setting up placements with other educational establishments as part of the school wide integration policy and when students are leaving Moor House School & College.

2. Professional/Organisational.

- To write up-to-date, accurate notes and reports reflecting highly-specialist clinical knowledge thereby meeting the professional standards outlined by the Royal College of OT/British Association of OT.
- To carry out all necessary clinical administration efficiently and in a timely manner in line with school wide policy, procedures and deadlines.

- To gather and update activity data accurately and regularly, ensuring the provision of such information promptly as requested by the Team Leader and Head of Therapy.
- To assume delegated tasks and attend professional meetings as requested by the Head of Therapy and/or Team Leader.
- To actively lead on areas of service development within annual team plans, implementing projects and adhering to team objectives including piloting and evaluating new interventions.
- To advise the Team Leader on issues of service delivery such as shortfalls and service pressures.
- To ensure that families and students are involved in decision making and care planning wherever possible.
- To be responsible for the security, care and maintenance of equipment ensuring standards of infection control and safety are maintained and to monitor stock levels in own setting and request new equipment as appropriate.
- To be aware of and adhere to national and local professional protocol/policies and code of conduct.
- To participate in research/clinical governance/audit projects within service area and to collect and provide research data as required.
- To supervise and appraise more junior Occupational Therapists and to provide high-quality student OT placements at least yearly.
- To work independently and to be accountable for own professional action, accessing appraisal within an Individual Performance Framework at pre-determined intervals.
- To attend specialist short courses, Special Interest Groups, and advanced post-qualification training in specialist clinical area related to the caseload at Moor House School & College in order to keep up to date with new techniques and developments and ensure maintenance of good practice.
- To enable and facilitate the resolution of informal complaints with regard to own caseload or field of specialism and to assist the Head of Therapy's professional analysis of factors underlying formal complaints by providing a written account of events.

3. Communication.

- To communicate complex clinical information from assessment and therapy to students, parent/carers, families and other external agencies in an effective, sensitive manner observing data protection and confidentiality guidelines.
- To establish and maintain effective working relations with educational and residential staff in order to ensure collaborative working practices which allows for the processes of joint target setting and joint planning for the delivery of the curriculum at Moor House School & College.
- To engage families and wider stakeholders in a professional manner in relation to changes in service delivery or policy development.
- To present effectively to a range of audiences in relation to clinical areas of expertise.
- To promote and facilitate the student voice within the school and externally and to advocate for the families and students as appropriate.
- To participate in multi-disciplinary/school wide policy development taking a lead where appropriate.
- To take a lead in facilitating the development of problem solving, negotiation skills and reflective practice within the Team in order to ensure a positive and professional response to service limitations and restraints.
- To actively contribute to an ethos where the Team are open to constructive feedback on performance and are positive and professional in their response to change.

PERSON SPECIFICATION

	Essential	Desirable
Education/ Qualifications	<ul style="list-style-type: none"> • Recognised occupational therapy qualification to practice. • Registration with the Health Care Professions Council (HCPC). • Registration with the College of OT or British Association of OTs. • Membership of relevant Special Interest Groups. • Competence/willingness to undertake post-qualification training in research based study. 	<ul style="list-style-type: none"> • Additional postgraduate training as appropriate to master's level or equivalent. • Advanced skills in the use of information systems to support data collection and analysis. • The ability to drive
Experience & Abilities	<ul style="list-style-type: none"> • A minimum of five years clinical experience. • Experience in contributing to policy, planning and service development. • Highly-specialist knowledge of assessment tools. • An ability to compare and contrast relative benefits in terms of outcomes using current evidence-base. • The ability to recognise own professional boundaries through the interpretation of clinical/professional policies. • In-depth knowledge of audit/research methodologies appropriate to the field. • Ability to use specialist knowledge to inform service/policy developments. • To have a working knowledge of local and national procedures and legal frameworks relevant to the field of specialism and to demonstrate the ability to apply this knowledge to clinical practice. 	<ul style="list-style-type: none"> • Worked with sensory and motor coordination difficulties and life skills in students with speech, language and communication impairments. • Experience in writing contributions to EHCP's

Analytical/ Judgement Skills	<ul style="list-style-type: none"> • Ability to demonstrate excellent analytical and reflection skills, reflecting on practice with peers and mentors to identify own strengths and development needs and to facilitate this ability in others. • The ability to predict/recognise potential breakdown and conflict prior to/when they occur and generate potential solutions. • The ability to make a differential diagnosis on the basis of evidence from assessment, seeking advice as appropriate. • The ability to appraise the case/intervention history and profile of potential admissions cases and advise Senior Management appropriately. 	
Planning & Organising	<ul style="list-style-type: none"> • Excellent organisational skills. • Ability to cope effectively with competing demands and pressurised timescales and deadlines as required by the service on a day-to-day basis using systems of prioritisation as appropriate. 	<ul style="list-style-type: none"> • An ability to project managed across the school and college as appropriate.
Communicati on skills & Team Working	<ul style="list-style-type: none"> • To be able to resolve complex situations with clients, carers and stakeholders by using well-developed communication skills. • To demonstrate empathy with clients, carers, families ensuring that effective communication is achieved particularly where barriers to understanding exist. • To demonstrate highly-developed negotiation skills in the management of conflict across a range of situations. • To demonstrate excellent written and verbal presentation skills. • To demonstrate understanding of the roles of other professionals and the principles of partnership-working with all staff working in Moor House School & College. • To be able to actively and positively contribute to the team in developing new initiatives. 	