

JOB DESCRIPTION

Job Title	Occupational Therapist
Band	Band 6 or 7 (depending on experience)
Department	Wellbeing Service
Reporting to	Head of Wellbeing and Community Engagement
Location	Fair Havens
Purpose of Role	<p>To provide specialist occupational therapy support within the Hub, In patient unit setting and in patients own homes to those affected by complex and life-threatening illnesses, their Carers and health care professionals promoting a rehabilitative approach to palliative care.</p> <p>To work as a member of the Hub and Wellbeing teams, and the wider Fair Havens Community Hospice Service in identifying and working towards the short- and long-term goals of the service. To develop the Hub services.</p> <p>To act as a resource for palliative care occupational therapy and to provide advice, education and support other Healthcare professionals.</p> <p>'Community services' include those provided directly by the Charity and those which it commissions from third party providers, regardless of whether the Charity's name or branding appears in those services.</p>
Main Duties & Responsibilities	<p>The following list is not exhaustive and is intended only to indicate the range of activities that the post holder will be required to undertake. Further duties and responsibilities may be added as identified from time to time and it is expected that the post-holder will accept all reasonable requirements and developments of the job.</p> <p><u>Clinical Responsibilities</u></p> <ul style="list-style-type: none"> • To work as an autonomous practitioner, in line with occupational therapy professional standards. • To undertake comprehensive assessment of patients, formulate, implement and evaluate rehabilitation, well-being plans as part of the Hub multi-disciplinary team. • Optimise a patients quality of life by supporting maintenance of role, identity and sense of 'self' through participation in activities that are important or meaningful to them despite their disabilities or prognosis. • To prescribe/order equipment/adaptations following assessment, liaising with NHS occupational therapy teams. • To provide clinical advice and information to patients and carers. • Advise and guide on symptom control and self-management strategies for fatigue, breathlessness, pain, anxiety and sleeplessness using a range of interventions in collaboration with other Hub professionals. • Supporting patients with long term conditions i.e. motor neurone disease to maximise their independence and to assist with developing coping strategies in dealing with disability. • To support discharge and forward planning to enable independence and support for the patient to achieve preferred place of care and death. • Develop and create new services within Hub to promote and enhance patient care and support. • Liaise with physiotherapy, wellbeing team to develop patient/carer focused programmes to promote independence.

- Develop Hub patient clinics.
- To keep accurate and up to date records on SystmOne, maintain activity data and provide assessments and reports as required.
- To participate in multi-disciplinary and team meetings, case conferences and other patient related meetings.
- To demonstrate awareness of health & safety legislation to contribute to the safe running of the service.
- Undertake home visits, if required, to support patients who are unable to attend their Hub session in liaison with the NHS OT services and Community Specialist Palliative care team..

Managerial – Band 7 only

Support and be an active part of change management within Hub.

- To be responsible and supervise the therapeutic staff within Hub services.
- To provide structured education and teaching sessions to patients, carers and professionals in the Hub
- To maintain links with organisations providing support and information for patients and those patients with other life threatening illness.
- To contribute towards the clinical and corporate governance agenda as appropriate.

Research & Audit

- To be active in setting, maintaining and auditing of standards, in line with the Charity's annual audit plan.
- To contribute towards the recording of qualitative and quantitative data to provide evidence of service activity.

Personal/professional responsibilities and accountability

- To take personal responsibility for lifelong learning and personal development through clinical supervision, appraisal and active engagement with learning and development opportunities.
- To take part in appropriate aspects of training, both internally and externally; and to attend statutory training as directed.

Team / Organisation Work

- To work across professional boundaries using creative reasoning and problem solving.
- To foster a 'can do' culture by actively seeking solutions to problems.
- To foster a good working relationship with all Trustees, Staff and Volunteers with whom the job interacts.
- To be responsible for conforming to the policies and procedures as set out in the staff handbook, including health & safety requirements and attending courses as directed.
- To attend staff meetings as required.

Expected Behaviour (Competencies)

Core Competencies	Level 1	Level 2	Level 3	Level 4	Level 5
Working with Others			X		
Planning and Analysis			X		
Managing Change			X		
Customer Focus			X		
Communication, Drive & Impact			X		
Advantage Competencies	Level 1	Level 2	Level 3	Level 4	Level 5
Managing Ambiguity		X			
Influencing, Negotiating & Decision Making		X			
Leadership		X			

Copy of Job Description Issued to Current Job Holder

I have received a copy of the above job description and agree that this gives an accurate overview of the main duties and activities of my job role. I understand that the Company will review job descriptions on a regular basis

and that my job role may change or be amended in order to meet the needs of the business.

Safeguarding statement

Havens Hospices is committed to safeguarding and promoting the welfare of children, young people and adults at risk. Havens expects all staff and post holders to share this commitment. References: A minimum of two referees must be obtained, one of which should be the current or most recent employer and both should be able to testify to the suitability for the role and whether there is any known reason why any candidate should not work with vulnerable groups. The charity will request a check via The Disclosure and Barring Service (DBS) for roles that require contact with children, young people and vulnerable adults and these must be obtained prior to commencing employment with the charity.

Name	Date
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Updated December 2021