

JOB DESCRIPTION

JOB TITLE:	Occupational Therapist
LOCATION:	Gellinudd Recovery Centre, Pontardawe, Neath Port Talbot
SALARY:	£23,951 (Commensurate with Band 5 NHS £23,951 – £29,177)
HOURS:	37.5
REPORTS TO:	Recovery Centre Manager
PROFESSIONALLY ACCOUNTABLE TO:	Recovery Centre Director

JOB SUMMARY:

The post holder will;-

- Provide an Occupational Therapy service within the Recovery Centre
- Work closely with the MDT using recovery principles.
- Share knowledge and expertise with the MDT.
- Liaise with appropriate mental health services e.g. Local Health Boards
- Supervise support workers and students

There will be a strong emphasis on the importance of providing therapeutic and holistic care as well as the promotion of dignity, privacy, rehabilitation, recovery and social inclusion.

GELLINUDD RECOVERY CENTRE VALUES:

The post holder will be expected to operate in accordance with our workplace values which are:-

- **HOPE**
- **CARING**
- **DIGNITY AND RESPECT**
- **CHOICE**
- **COMMITMENT**

HAFAL'S RECOVERY PROGRAMME

Hafal's services are guided by our innovative Recovery Programme (described in detail in "Recovery - the way ahead for people with serious mental illness"), the key components of which are:-



The Programme addresses needs holistically, methodically supporting clients in relation to

- **finance and money**
- **accommodation**
- **personal care and physical well-being**
- **education and training**
- **work and occupation**
- **parenting or caring relationships**
- **social, cultural or spiritual**
- **medical and other forms of treatment including psychological interventions**

For further information please go to www.hafal.org

DUTIES AND RESPONSIBILITIES

- The post holder will have excellent communication skills and will communicate their role and the purpose of Occupational Therapy clearly to guests.
- Develop and maintain relationships with guests and their families.
- To provide effective listening and communication in the management of situations where they may be barriers to understanding.
- To attend reviews, share clinical expertise, giving clinical advice to others.
- To maintain professional relationships with colleagues and agencies to ensure guests receive the best possible care.
- To provide guests with relevant written information to supplement verbal advice provided.
- To plan own work and delegate work to unqualified staff.
- To use your initiative to deliver the most appropriate treatment for guests. Provide both group and individual work and communicate sensitive information.
- To provide specialised assessment of guests, in particular, information regarding levels of functional performance in the areas of self care and activities of daily living. This will form part of the overall assessment, contributing to discharge planning and possible longer term treatment.
- To provide specialised assessment of guests with particular reference to risk.
- To recommend and plan appropriate care and treatment and interventions: maximising the functional performance of the guest using a wide range of specialised OT skills.
- To maintain up to date records, progress notes, statistics and report on progress of treatment to those involved in the care of the guest.
- Participate in service reviews and developments;
- Feedback suggestions for service improvements to the Recovery Centre Manager.
- Keep up to date with current trends, techniques and approaches in Occupational Therapy. Network with peers to maintain professional links.
- Undertake audits or service evaluations as requested by the Recovery Centre Manager.
- Undertake training and development opportunities as required by the service and for own continuous professional development.
- To apply acquired skills and knowledge of professional practice in order to maintain fitness to practice and to increase expertise.
- Be professionally and legally responsible and accountable for all aspects of own work, including the management of guests under your care.
- To understand the implications of relevant clinical treatment on the management of guests post-discharge.

PROFESSIONAL RESPONSIBILITIES

- Demonstrate an understanding of clinical governance and risk management.
- Ensure adherence to all policies and procedures
- Ensure attendance at all mandatory training.
- To ensure own professional development for continued professional development
- Review and reflect on own practice through effective participation in Clinical Supervision

RESOURCE MANAGEMENT

- To ensure safe use of any equipment utilised and to report any defects to the Recovery Centre Manager.
- Ensure that any equipment required for complex needs is delivered and ready to use in order to facilitate discharge.
- To ensure that all petty cash is stored securely and receipts retained according to the Finance Policy

RESEARCH AND DEVELOPMENT

- To participate in audits of practice and policies and procedures.
- To demonstrate the ability to critically evaluate current research and apply to practice.
- To undertake data collection and assist with validation exercises for all aspects of the Recovery Centre.

GENERAL INFORMATION

Health and Safety

1. To adhere to the Health and Safety at Work Act (1974) and COSHH regulations.
2. To be aware of and adhere to Hafal's Risk Management Strategy.
3. To participate in the updating and enforcing the Recovery Centre's Risk Register.
4. To be aware of and adhere to the policy for Infection Prevention and Control
5. To be aware of and adhere to the Policy for Major Incidents.

Legal and Statutory Requirements

1. To be fully conversant with the requirements of the Mental Health Act (1983) and (2007), the Revised Code of Practice (2016), the Mental Health Measure (2012), the Misuse of Drugs Act (1971) and the Mental Capacity Act (2005).
2. To ensure that incidents are reported to HIW in a prompt and effective manner when required.

OCCUPATIONAL THERAPIST BAND 5 – PERSON SPECIFICATION

	ESSENTIAL	DESIRABLE	METHOD OF ASSESSMENT
QUALIFICATIONS			
Degree in Occupational Therapy (or other relevant OT qualification)	✓		Application form References Interview
Professional Registration with HCPC	✓		Application form References Interview
Membership of professional body - BAOT		✓	Application form References Interview
EXPERIENCE AND KNOWLEDGE			
Understanding of the occupational Therapy process, theories of OT and their application to practice	✓		Application Form Interview references
Documented evidence of continual professional practice	✓		Application Form Interview references
Evidence of knowledge of current best practice in OT	✓		Application Form Interview references
Knowledge of the principles of Clinical Governance	✓		Application Form Interview references
Awareness of Health and Safety Legislation	✓		Application Form Interview references
Understanding of professional ethics and their application to practice	✓		Application Form Interview references
Excellent knowledge of the principles of rehabilitation and recovery	✓		Application Form Interview references
Relevant experience during placement and training	✓		Application Form Interview references
Ability to prioritise	✓		Application Form Interview

			references
Previous experience of research and audit activity		✓	Application Form Interview references
Ability to work single-handedly with individuals and groups	✓		Application Form Interview references
Effective written and oral communication skills	✓		Application Form Interview references
Understanding of resource management	✓		Application Form Interview references
Ability to reflect critically	✓		Application Form Interview references
Ability to work under pressure	✓		Application Form Interview references
Dexterity to undertake therapeutic activity	✓		Application Form Interview references
Understanding of the Mental Health Act	✓		Application Form Interview references
PERSONAL ATTRIBUTES			
Enthusiastic and highly motivated	✓		Application Form Interview references
Ability to manage difficult situations	✓		Application Form Interview references
Ability to nurture and motivate others	✓		Application Form Interview references
Good sense of humour	✓		Application Form Interview references
OTHER			
Ability to speak Welsh		✓	Interview
Ability to work flexibly according to the needs of the Recovery Centre, including night duty, weekends and Bank Holidays	✓		Interview
Effective time management	✓		Interview
Takes responsibility	✓		Interview

for own actions and promotes good team working			
Ability to work effectively with Peer Support Workers	✓		Interview

