

**JOB DESCRIPTION & PERSON SPECIFICATION**

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| **Clinical Staff** |  | **Non-Clinical Staff** |  | **Volunteers** |  | **Flexi-Bank Staff** |  |

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| **ROLE:** | **Occupational Therapist** |
| **REPORTS TO:** | Senior Occupational Therapist  Head of Children, Young People & Therapies |
| **PAY BAND:** | Hospice Clinical Pay Band 6 - £40,401 to £53,955 FTE |
| **LOCATION:** | Hospice HQ, community and other care settings as required |

**PURPOSE OF ROLE:**

The Occupational Therapist is an integral member of the multi-disciplinary team providing a high standard of intervention to patients with specialist palliative care needs. They will practise clinically across a variety of settings including the inpatient unit, outpatient services and patients’ own homes. These patients may be complex with often rapidly changing needs.

The primary concern of the Occupational Therapist is to bring the highest standards of clinical care to the patient through good symptom management, emotional support and access to appropriate services and advice. Seeking support from more experienced members of the Specialist Palliative Care Team as appropriate.

**KEY DUTIES- what you will do:**

* Provide a high standard of Occupational Therapy intervention to patients with specialist palliative and end of life care needs as necessary, individually or in a group setting. The role encompasses clinical, consultative, education and leadership functions promoting a philosophy of empowerment and enablement via collaborative working.
* Work closely with the Senior Occupational Therapist and the wider Rehabilitation team in the development and advancement of rehabilitation services to our patients across the island; jointly facilitating the smooth running of the rehabilitation department and assisting in the evaluation of the service.
* Undertake occupational therapy assessment and treatment of patients with complex, life limiting illness as an autonomous practitioner with support from the Senior Occupational Therapist.
* Formulate and deliver effective, individualised treatment programmes based on sound knowledge of best practice in palliative care and drawing appropriately on a wide range of non-pharmacological treatment options; aimed at reducing the impact of disability, ill health and the psycho-social manifestations of the disease process.
* Develop care plans which address patient’s SMART goals and future planning wishes working in conjunction with medical and AHP/nursing colleagues. These will be flexible and adaptable to changing needs.
* Communicate effectively with patients, relatives and carers, using specialist advanced communication skills and empower them to make informed choices about their health and health care.
* Support patients and families as they manage changing physical function and deteriorating health, responding to unexpected events and/or patient deterioration in a calm efficient manner.
* Participate in interventions to maximise a patient’s mobility, independence and quality of life: exercise programmes (individual or group), appropriate use of walking aids, transfer practise, gait re-education and strategies to manage breathlessness and fatigue.
* To undertake home assessment, liaising with other professionals within the Hospice and community setting and make recommendations required to facilitate a safe, effective and timely discharge.
* Ensure the effective and safe prescription and use of standard and specialised equipment to meet patient’s needs in a timely manner, taking into account Health and Safety regulations including the principles of safe moving and handling.
* Advise on and teach patients, carers and other professionals about appropriate Occupational Therapy/ Rehabilitation programmes of care.
* Be responsible for maintaining clear, concise and accurate records, using EMIS in relation to patient care, in line with professional and Hospice IOM policies and procedures.
* Where appropriate, work autonomously and without direct supervision. Prioritise and plan own caseload according to the needs of the patient and liaising with the rehabilitation team and other Hospice services when required.
* Deliver technical, creative and life skills to engage patients in therapeutic activities to promote and maintain independence and wellbeing.
* Contribute to multi-disciplinary team working and discussion and provide informed specialist occupational therapy input.
* Demonstrate negotiation skills when dealing with difficult or challenging situations.
* Work within the policy frameworks of the hospice in its provision of specialist supportive care, thus ensuring that the aims and objectives of the organisation are met.
* Develop expertise within the area of palliative care, which will be underpinned by internal and external learning programme.
* Ability to prioritise and change plans at short notice to meet the needs of patients, and to respond to an ever changing working environment
* Maintain a good standard of professional competence showing evidence in a Personal Portfolio of Continued Professional Development.
* Take a lead role in supervising and mentoring the rehabilitation support worker and other junior staff and volunteers.

**Health and Safety**

Hospice Isle of Man is dedicated to the health safety and welfare of all its staff and volunteers. All employees will be responsible for their own health, safety and welfare, and that of others who may be affected by their actions or omissions, and for identifying and reporting any possible risks or near misses to a responsible manager. The employee will observe appropriate legislation and codes of practice in connection with their role.

This job description is not meant to be exhaustive, and you may be asked to carry out other reasonable duties. It will be reviewed on a regular basis and adapted as required to reflect the changing needs of the service.

**Person Specification: What we need you to bring**

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| **Education and Qualifications** | **Is it essential or desirable** | **How we will assess** |
| Degree or Diploma in Occupational Therapy | **E** | **A & D** |
| Current registration with the Health and Care Professions Council | **E** | **D** |
| Experience and training in interventions to manage stress and anxiety (or willingness to work towards) | **E** | **D & I** |
| Member of the Royal College of Occupational Therapists | **D** | **D** |
| Member of RCOT Specialist Section - Major Health conditions | **D** | **I** |
| Member of Palliative Rehabilitation social networking group | **D** | **I** |
| Advanced communication qualification | **D** | **D** |
| Experience in delivering education/training internally and externally | **D** | **D** |
| **Experience:** | | |
| Proactively manage complex conditions supporting self-care, self -management and independence | **E** | **D** |
| A working knowledge of Palliative and community care | **E** | **A & I** |
| Experience of multi-disciplinary team working and working with community and other agencies | **E** | **A & I** |
| Interest and enthusiasm for working in rehabilitation; willingness to learn new skills | **E** | **I** |
| Previous relevant experience and knowledge of working within the field of palliative care | **D** | **A & I** |
| Knowledge of a range of psychological conditions affecting an individual’s health, such as anxiety and depression | **D** | **A & I** |
| **Skills/Competencies:** | | |
| Demonstrate the ability to manage own caseload and time, working within own scope of practice and following agreed clinical guidelines | **E** | **A & I** |
| Basic computer skills | **E** | **A & I** |
| Excellent interpersonal and listening skills; good communication skills, both verbally and written | **E** | **I** |
| Ability, confidence and competence to work alone | **E** | **A & I** |
| Experience of working in a health care setting | **D** | **A & I** |
| **Personal Qualities/Behaviours:** | | |
| Calm, confident and insightful | **E** | **I** |
| Supportive and encouraging | **E** | **I** |
| Ability to relate to a wide diversity of people | **E** | **I** |
| Tactful and diplomatic | **E** | **I** |
| Self-motivated and conscientious | **E** | **I** |
| Willingness to work flexible hours when the service required | **D** | **I** |
| **Other:** | | |
| Commitment to your own personal development | **E** | **A & I** |
| A commitment to the vision, values and objectives of Hospice Isle of Man’s Strategy. | **E** | **I** |
| Punctual with a good attendance record | **E** | **A** |
| Full clean driving licence with access to own vehicle | **E** | **A & D** |
| A Full Enhanced DBS (Disclosure and Barring Service) Check will be required for this role | **E** | **D** |

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| **How we will assess you** | | | |
| **A** Application & CV | **I** During your interview | **D** When you produce  your documents | **T** Test to assess your  practical skills |