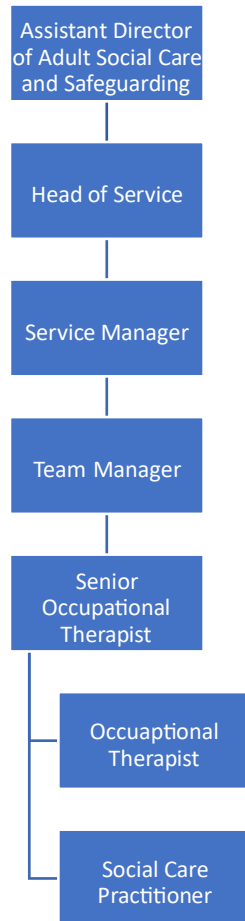
 WOKINGHAM BOROUGH COUNCIL		Job Description		Job Reference
Job Title		Occupational Therapist – Adult Social Care		
Service	Adult Social Care and Health	Team	Adult Social Care and Safeguarding	
Location	Shute End/Hybrid Working			
Reports to	Senior Occupational Therapist			
Responsible for	None			
Grade NRS2				
<p>This job description has been designed to indicate the general nature and level of work required of the post to indicate the level of responsibility. It is not a comprehensive or exhaustive list, and the line manager may vary duties from time to time which do not change the general character of the job, or the level of responsibility entailed.</p>				
<u>Service Purpose</u>				
<ul style="list-style-type: none">To work within the Adult Social Care team 18+, undertaking direct work with customers who have a learning disability, physical disability, long term conditions, older people, young carers, carers and people transitioning into adulthood. The main aim of the service is to enable people to live safely in the community, maximising their strengths and abilities, live as independently as they can and supporting carers to continue in their caring role as long as they wish to or are able to.				
<u>Purpose of the role</u>				
<ul style="list-style-type: none">To work within the relevant legal frameworks, guidance and policies and procedures to provide interventions, undertake assessment, reviews and care and support planning with individuals and their carers, promoting well-being, independence and protection. To enable people to identify their needs and outcomes and to implement and review support plans to meet them, liaising with other professional/agencies as required.				
<u>Main Accountabilities</u>				
1	To work in accordance with the Care Act 2014 to assess, review or reassess complex needs of customers and their carers, offering advice and guidance and access to support services in line with their eligible needs, with an emphasis on health, safety, and wellbeing for vulnerable individuals and those that care for them.			
2	To adopt a strengths-based approach to the role and maintain a professional and respectful working relationship with individual customers and carers. To adopt a personalized approach, to ensure that dignity is maintained, cultural background and communication needs are addressed, and choices and aspirations are listened to and acknowledged.			

3	To undertake risk assessments and formulate risk management plans, having regard for the safety of customers and others, whilst promoting independence and supporting positive risk enablement where appropriate. .
4	To identify and/or make enquiries concerning any allegations of potential abuse or neglect of adults with care and support needs with a view to the development and implementation of safeguarding plans which maintain their safety, and the safety of others, within the multi-agency safeguarding adults procedures.
5	To carry out manual handling risk assessments, provide interventions and equipment; adhering to relevant Health and Safety legislation, local policies and procedures and adhering to best practice manual handling regulations.
6	To carry out specialist functional assessments to include but not limited to; activities of daily living such as eating, communication, seating, postural assessments, environmental controls, adaptations, transport, accessing community.
7	To have a comprehensive working knowledge of adaptations and promoting accessible environments. This will include aspects of relevant building regulations, including working knowledge of housing adaptations and relevant legislation, guidance and local policy. E.g. Disabled Facilities Grant
8	To interpret and analyse varied and complex information or situations and to work with relevant others to create solutions
9	To work collaboratively with individuals, their carers, families and other stakeholders to gather information for the purpose of assessing and reviewing the individual's needs and in order to identify the best options available to meet the identified needs
10	To develop and maintain an understanding of legislation, policy, procedure and guidance relevant to the role and to apply these to all work undertaken.
11	To effectively manage time, priorities, workload and conflicting pressures and escalate if appropriate
12	To establish professional relationships with relevant stakeholders including voluntary services to enable collaborative multiagency working , exploration of new innovative ways of working, and encourage an open and transparent dialogue.
13	To be accountable for completing and maintaining accurate and up to date records by using electronic case recording systems to ensure that records are maintained in a timely manner and in accordance with Council procedures, statutory legislation and General Data Protection requirements.
14	To consider and maximise the use of assistive technology, including Telecare as an option to maximise independence
15	To maintain continuous professional development and uphold professional standards in accordance with the standards set by the professional governing body, and to maintain appropriate professional registration.

Private: Information that contains a small amount of sensitive data which is essential to communicate with an individual but doesn't require to be sent via secure methods.

16	To proactively engage in relevant meeting and 1:1's and contribute to the development of the service.
17	To have awareness of the social, political and financial environment the council operates within and appropriately respond to this.
18	Where mutually agreeable, and as part of a personal development plan or professional development, some staff may undertake supervision of less experienced staff
19	To work across the ASC service as needed to meet the demands of the service.
Supervision Received	Senior Occupational Therapist at least every 4 weeks
Supervision Given	No formal supervisory responsibilities, but contribute to the professional development of less experienced workers by means of mentoring/coaching and shadowing
Contacts & Working Relationships	Members of the community, Team members, other council services, Voluntary Sector, Care Providers, Commissioning teams, Colleagues in Health, Police staff, Fire Services, Finance colleagues
Management of resources or budget	No direct responsibility for budget but contributes to meeting assessed needs of individuals in the most cost-effective manner
Special Factors	<ul style="list-style-type: none"> • Ability to be able to travel and work in a variety of locations as required • Required to make home/hospital visits • Enhanced DBS required with a check of the barring list
<u>Organisation Chart</u>	



Person Specification	
Qualifications	
Essential	Desirable
Recognised and current or working towards professional Social Work qualification e.g. DipSW, Social Work degree, etc. and registration with Social Work England (SWE), or, If you have not yet qualified, you are due to do so and your current Practice Educator/Placement Report/University agree with this prediction.	
Full EU driving licence (and access to daily use of a car)	
Current registration to professional governing body (HCPC)	

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Willingness to undertake continuous professional development	
Technical Skills	
Essential	Desirable
Strong IT skills including proficient user of Microsoft Office and client record systems	
Assessment skills	
Analytical skills	
Report writing	
Knowledge, Skills and Abilities	
Essential	Desirable
Good working knowledge of the statutory framework for the relevant care group and of an appropriate range of professional interventions	
To have a comprehensive working knowledge of the Department of Transport Blue Badge scheme and Disabled Facilities Grant (DFG)	
Experience	
Essential	Desirable
Experience in a Social Care or health care environment.	
Demonstrable experience of managing risk in a social care or health setting	
Demonstrable experience in interpreting and analysing varied and complex information to produce solutions	
Demonstrable experience in undertaking assessment of complex needs	
Demonstrable experience in effective communication with colleagues, service users, families and other professionals	
Experience in influencing and negotiating	

Completed by:		July 23
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