

Job Description

Job Title	Occupational Therapist
Department	Allied Therapy Department
Reports to	Allied Therapy Manager
Date	April 2013

Overall Purpose of Job

To help people with mental, physical or social disabilities and create individual treatment programmes to help people carry out their daily tasks and to do so with more confidence and independence while providing exceptional patient care in an environment where quality, respect, caring and compassion are at the centre of all we do.

Key Responsibilities and Deliverables

Professional Responsibilities

- Deliver an effective and efficient Inpatient Occupational Therapy Service based on assessment of needs.
- Administer the highest quality of service by identifying and implementing operational procedures in line with best practice standards.
- Keep abreast with new developments, skills and technology in UPMC Beacon Hospital, to ensure continuing competence in the job.

Management Responsibilities

- To create and promote good working relationships through open communication with all other medical and Allied Health Professionals.
- To maintain appropriate records and statistics sufficient for organisational and legal purposes.
- To regularly review and update the OT policy, guidelines and protocol documents.
- To be professional, dedicated and punctual at all times.
- To encourage professional development of all team members through promotion of self-learning, formal courses and in-service training.

Person Specification

Qualifications	<ul style="list-style-type: none"> • Candidates must hold a degree in Occupational Therapy and be a member of the AOTI.
Experience	<ul style="list-style-type: none"> • Candidates must have a minimum of three years clinical experience working in an acute adult hospital setting.
Job Specific Competencies and Knowledge	<ul style="list-style-type: none"> • Candidates must demonstrate the following clinical competencies and demonstrate the following knowledge base: <ul style="list-style-type: none"> • Competent to carry out Cognitive Assessments. • Competent to carry out Functional Assessments. • Competent to complete Home Assessments. • Demonstrate strong experience in discharge planning in the acute sector. • Demonstrate knowledge in older person community services. • Competent with ADL equipment assessment and prescription. • Competent in the area of Pressure Care. • Competent in the area of seating prescription and wheelchair assessments. • Have basic upper and lower limb static splinting. • Demonstrate knowledge on the referral process for community occupational therapy. • Experience in Falls Risks Assessments and Intervention.
Personal Competencies	<p>All posts in UPMC Beacon Hospital require a high level of flexibility to ensure the delivery of an effective and efficient service. Therefore, the post holder will be required to demonstrate flexibility as and when required by their manager or hospital management.</p>

This job description is intended to be an outline of the areas of responsibility and deliverables at the time of its writing. As the Hospital and the post holder develop, this job description may be subject to review in light of the changing needs of the Hospital.

Job Description received by employee: _____

Signature

Date