

Job Description

Job Title	Occupational Therapist
Directorate	Adult Social Care and Health
Service Area	Occupational Therapy
Grade	7 - 8
Competency Level	2
Salary	£40,777 - £46,142 and £46,142 - £51,356
Job Type	Hybrid
Location	Citywide
Disclosure and barring service (DBS)	Enhanced Adults workforce and Barred list
Job Evaluation Ref No	A8583 and A9602

Job Purpose

To work with adults and families and provide an outcome focussed Occupational Therapy assessment to support the residents of Liverpool to live independently within their own home, improve life chances and enhance social inclusion.

Embed a strength-based approach to assessment with outcomes where people have wider choice and control over their well-being.

Through every interaction, apply the Prevent, Reduce, Delay principles of the Care Act.



To work within the framework of legislation relevant to the specialism of the role.

To adhere to the City Council's Policies & Procedures, working on its aims and vision.

Directly Responsible For:

N/A

Directly Responsible To:

Team Manager

Main Areas of Responsibility:

Grade 7

- Maintains a comprehensive, factual and theoretical knowledge of the provision of equipment and adaptations

Grade 7 and 8

- Undertakes assessments, including Care Act assessments, Moving and handling assessments and Mental Capacity Assessments, on behalf of the authority within the City Council's eligibility criteria and the relevant legislation
- Provides advice and information on how the person can improve and maintain their independence and wellbeing through interventions and the provision of equipment, specialist equipment, adaptations and reablement programme
- Assesses for and recommends major housing adaptations in line with current legislation and local processes such as The Housing Renewal Grants Regulations 1996, The Disabled Facilities Grants and Home Repair Assistance (Maximum Amounts) Order 1996 and The Regulatory Reform Order
- Works autonomously and as part of a team, and assumes professional accountability and responsibility for a specific aspect of service delivery

- Implements practices that promote participation, inclusivity and the rights of people who access occupational therapy services, their families and their carers in line with their choices, and support others to do so
- Demonstrates the safe use of equipment to individuals with disabilities and their carers the use of equipment and/or adaptations provided
- Works proactively and in collaboration with staff from other agencies, such as Health, service providers from within the Department or from the Private or Voluntary Sector in promoting independence and to prevent harm
- Manages an allocated workload within Portfolio priorities and City Council policies
- Has knowledge of and complies with the statutory obligation of the City Council and maintains an up-to-date knowledge of the legal framework and responsibilities relevant to the specialism of the post
- Maintains appropriate records of work undertaken and carry out necessary administrative procedures, including written reports, within agreed service standards
- Works closely with internal and external stakeholders to ensure services are delivered with an emphasis on supporting collaborative working
- Uses information technology as supplied by the City Council
- Ensures the work of the Occupational Therapy Service complies with statutory duties and requirements
- Efficiently and effectively deploys and controls the use of resources ensuring the services are customer focussed and outcome driven
- Contributes to the evaluation and development of services by sharing knowledge about theory, skills, and practice with colleagues, professional groups, and external bodies
- Establishes partnerships with service user and carers (including young carers), actively using consultation and participation. Ensures service users and carers views are sought and recorded
- Fully demonstrates the requirements of the HCPC's Standards of Proficiency for Occupational Therapy and Code of Conduct

- There may be a requirement to deliver integrated services with Health and where there is a demonstrable need due to the council's legal duties under the Care Act 2014, to work within a seven-day or 8am to 8 pm

Grade 8

- Maintains enhanced knowledge and critical understanding of the provision of equipment and adaptations
- Undertakes assessments of people with complex needs/issues to provide advice and information on how the person can regain/maintain their independence and enhance their wellbeing
- Carry's out complex interventions in relation to equipment provision and recommendations for home adaptations
- Acts as a positive role model for their colleagues
- Provides clinical and professional supervision as well as mentoring to registered and non-registered team members and Student Occupational Therapists on placement
- Demonstrates a high level of self-management and commitment to lifelong learning
- Responds constructively to queries and complaints

Supervision and Facilitation of Learning:

Grade 7

- Engages in peer review processes to support own learning
- Actively seeks feedback to learn about how own behaviours and values impact on others and respond appropriately to that feedback

Grade 7-8



- Supervises, mentors, and educates others (including pre-registration learners) for routine aspects of practice, with more experienced colleagues as required
- Utilises appropriate training and development opportunities, participating in your own professional development in line with criteria set out by the Allied Health Professionals Council
- Actively engages in ongoing learning, including orientation, induction, mandatory training and relevant educational/developmental opportunities
- Seeks opportunities to learn from and with others
- Has supervisory responsibility for Occupational Therapy Assessors

- **Grade 8**
- Encourages learning by challenging complacency, actions and ways of thinking that may not be in the best interests of the public and/or those who access services, their families and their carers
- Supports the capacity for practice-based learning within own team/scope of practice for all, including pre-registration and postgraduate learners
- Role-models actively seeking feedback to learn about how own behaviour and values impact on others, and take a proactive approach to respond appropriately to that feedback

Leadership

Grade 7

- Seeks to influence and respond to the cultural, social, political, and economic climates, both locally and nationally, that impact on service delivery and those who access services, their families and their carers

Grade 7-8



- Provides leadership and supports others to promote the profession, founded on person-centred, compassionate and values-based leadership principles
- Reviews and develops services as part of a team, and evaluate the effect and outcomes of change, recognising and influencing a change in culture where needed

Budget and Financial Responsibility:

- Being fully accountable for managing the council's resources well and complying with statutory requirements. This includes managing time, avoiding unnecessary waste, reuse and recycle resources to reduce personal impact
- Explore different options for funding when providing support
- Ensure that public resources are used with utmost efficiency

Social Value Responsibility:

- Drive for social value through all activities, ensuring wider social, economic and environmental benefits for the council, residents and communities

Physical Demands of the Job:

- Manual handling of loads and or people
- Requirement to carry out standardised and non-standardised assessments and therapy programmes and move and adjust specialist equipment

Corporate Responsibility:

- Contribute to the delivery of the Council Plan
- Delivering and promoting excellent customer service, externally and internally

- Commitment to customer excellence by dealing with customer feedback, including complaints, and learning from feedback in the drive for continuous improvement
- Making the council a great place to work, living the council's values, actively engaging in regular communications including team meetings, undertaking training as required and being responsible for managing own performance
- Develop the City Council's commitment to equal opportunities and to promote non-discriminatory practices in all aspects of work undertaken
- To ensure that all work functions are undertaken in accordance with health and safety legislation, codes of practice and the City Council's safety plan

Competency Framework:

We operate a competency framework, a set of core behaviours which define how we are expected to approach our work, how we perform in certain situations and how we treat each other. Each competency details the standards of behaviours and skills required by all staff and this in turn supports delivery of our aim and our council plans linking them together with our values.

The post holder will be required to demonstrate the ability to perform at the following competency level **2**.

[The competency framework can be found here.](#)

This job description is not intended to be either prescriptive or exhaustive. It is issued as a framework to outline the main areas of responsibility. You will be expected to carry out any other duties that may reasonably be required in line with your main duties and changing priorities of the organisation.

Person Specification

Assessment methods used: I = Interview, P = Presentation, A = Application, E = Exercise, T = Test, AC = Assessment Centre

Qualification and training

Essential

- Degree or equivalent in Occupational Therapy (A/I)
- Registration with Health Professionals Council (A/I)

Experience

Essential

- Relevant experience in the assessment of the needs of individuals with disabilities and their carers (A/I)
- Relevant experience in the recommendation and use of equipment for individuals with disabilities (A/I)
- Applied Knowledge of legislation governing adult social care and statutory guidance, including Care Act 2014, Mental Capacity Act 2005, Human Rights Act and others (A/I)

Grade 8

- Experienced practitioners with a high level of knowledge and skill with managing a complex and challenging caseload (A/I)
- Evidence of in depth of knowledge and understanding of perform at a high level of practice, take a leadership role, use and develop evidence to inform their practice, and deal with complex unpredictable environments (A/I)

Desirable

- Experience in managing an allocated workload, including monitoring and review



- Experience in working in partnership with service users and their Carers
- Experience of managing or providing clinical supervision of an Occupational Therapy Assistant

Skills/Abilities

Essential

- Ability to work independently, managing a heavy and diverse workload and meeting deadlines (A/I)
- Ability to demonstrate excellent organisational skill and to prioritise and manage fluctuating caseloads/service demands producing work to a high standard within timescales (A/I)
- Skills in therapeutic intervention and/or provision of equipment and adaptations.
- Good assessment skills and ability to present information, both written and verbal, which is concise, and evidence based (A/I)
- Ability to produce work to the highest standard within set timescales (A/I)
- Ability to manage a caseload and maintain accurate records (A/I)
- Ability complete timely and accurate risk assessments (A/I)

Desirable

- Effective negotiating skills to manage conflict and customer complaints (A)
- Able to carry out moving and handling assessments/interventions of adults.
- Experience and understanding of good practice guidelines, e.g. Health & Safety, and other recognised standards and policies (A)
- Ability to communicate clearly and openly with at all levels (A)
- Ability to understand the principles of confidentiality and access to information (A)
- Ability to work within a performance management framework (A)
- Ability to develop and maintain good working relationships with colleagues and be an effective team member (A)

Commitment

Essential

- To undertake training as, and when required (A/I)

Desirable

- An understanding of and a personal commitment to the Vision and Values of Liverpool City Council

Other

Essential

- This post is subject to a Disclosure and Barring Service (DBS) check at the appropriate level.