

Join us at UHB



Building healthier lives

Welcome from our CEO

Professor David Rosser



Dear Candidate,

Thank you for your interest in working with us here at University Hospitals Birmingham NHS Foundation Trust (UHB).

Please take some time to read through this application pack to gain a better understanding of our Trust in general, this role in particular, and why UHB is a great place to work.

UHB is one of the largest teaching hospital trusts in England, serving a local, regional, national, and international population. We employ around 22,000 colleagues and are committed to investing in your training, development, health and wellbeing and future career with us.

We see and treat more than 2.2 million patients every year across our four hospital sites - Good Hope, Heartlands, Queen Elizabeth Hospital Birmingham and Solihull Hospital - and through our community services and clinics. We are centres of excellence in many clinical specialties.

But it's not just our patients we invest in at UHB; we also invest in our staff. In fact, we believe we are defined by our people, not the state-of-the-art equipment or facilities we work out of. We have high standards and we want to build healthier lives for patients and our teams, wanting you to enjoy your job, and flourish in it.

To reinforce this commitment, we recently refreshed our values after hearing from over 1,400 colleagues about what made them proud to work at UHB

We will be:

Kind: the kindness that people show to each other every day

Connected: the connections we build with everyone around us

Bold: the ability to be bold in how we think, speak and act

We hope you find this pack useful and look forward to receiving an application from you for this role within our Trust.

Yours sincerely,

A stylized, handwritten signature in black ink, appearing to read 'David Rosser'.

Professor David Rosser,
Chief Executive Officer

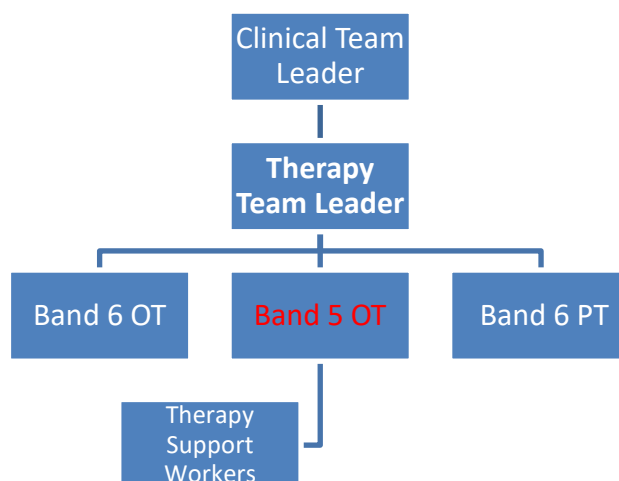
JOB DESCRIPTION

Job Title	Rotational Occupational Therapist
Pay Band	Band 5
Department	Therapy
Division	3B
Reports to	Team leader
Professionally Responsible to	Clinical Team Leader

JOB SUMMARY

This is a rotational qualified post, which provides opportunity for a Band 5 to obtain a broad foundation in Occupational Therapy practice. The post allows for growth and development with access to a variety of learning to consolidate their core skills, improve confidence and expertise; through training and clinical supervision and the support of senior therapy staff. Culminating in the ability to carry out the assessment and treatment of patients who are referred to the service, delivering all of the key elements of the Occupational Therapy Process.

TEAM/DEPARTMENT STRUCTURE CHART



KEY SKILLS

-
- To demonstrate confidence in the O.T role within the multi professional team
- And to recognise the role of other members of the multi professional team, to have knowledge of and use the resources of each service in the team appropriately
- To recognise when it may be necessary to carry out Functional Assessments, Access, Home and follow up visits with guidance from senior colleagues
- To carry out straightforward home, access and follow up visits in discussion with senior colleagues, once confidence and the necessary skills are acquired over time
- To identify all patients requiring OT intervention and prioritise them according to the OT guidelines, with the support of senior colleagues
- To carry out all necessary assessments of the patient's needs in self-care, productivity & leisure
- To establish plans of intervention and carry them out according to OT standards, adjusting them as necessary



- To organise discharge plans for patients, with guidance from senior colleagues
- To learn and understand about options for patient care in relation to the clinical area
- **Clinical Knowledge**
 - To consolidate the skills of Occupational Therapy learnt as an undergraduate within a variety of clinical areas underpinned by OT theory into practice
 - To demonstrate competence to practice by carrying out the OT Process effectively and in a manner to meet patient's needs
 - To learn and apply the use of standardised assessments and outcome measures in the clinical field, seeking guidance on appropriate selection & interpretation
 - To learn and apply new treatment techniques relevant to the clinical area seeking support and guidance from senior colleagues
 - To understand how to apply the Client Centred model of practice and other relevant frames of reference to patient care, ensuring that this is demonstrated throughout the OT Process
 - To understand the principles of clinical reasoning and discuss their application to patient care with senior colleagues

• **KEY RESPONSIBILITIES**

-
- To be responsible for managing his/her own caseload with clinical supervision from Senior Occupational Therapists, to use this support to reflect and learn from practice.
- To attend case conferences, ward meetings and multi-disciplinary meetings where appropriate
- To report on patient's progress and communicate knowledgeably to colleagues and team about OT intervention
- To adopt a client centred approach with patients, carers and relatives regarding issues of patient care
- To promote, appropriate to experience, the role of Occupational Therapy succinctly as a member of the treatment team
- To have a knowledge of and liaise appropriately with outside agencies, relatives and carers in relation to patient care and treatment planning
- To be aware of the need to receive and deal with information regarding patient care with sensitivity and respect
- To communicate in a manner which uses tact and understanding
- To ensure that communications respect culture, disability, age, language and ability
- To work in accordance with:
 - The Code of Ethics and Professional Conduct as laid down by the Royal College of Occupational Therapists
 - The Standards of efficiency as laid down by the Health Care Professions Council
- To work alongside Therapy Support Workers and allocate work in agreement with senior colleagues
- To understand individual responsibility for maintaining an up to date knowledge of Occupational Therapy practice



- To recognise that clinical & professional skills will be enhanced by the gradual assimilation and practice of new knowledge and skills over the period of the rotation
- To take the opportunity to study and explore new methods of intervention and techniques
 - To learn how to apply these techniques to patient care in conjunction with the Senior Occupational Therapist
- To observe confidentiality in all matters relating to patient care, staff and students.
 - To practice in accordance with the Caldicott Principles
 - To work in accordance with the Professional and Clinical standards of the Occupational Therapy service and the College of Occupational Therapists
 - To take part in team or service audits, understanding the principles of audit and clinical governance
 - To develop the skills required to understand about outcome evaluation
 - To be aware of and engage in the demands of the clinical governance agenda within their clinical area
 - To maintain a safe working environment for patients, staff and visitors according to Health & Safety guidelines
 - To report incidents and near misses to senior staff
- To carry out specific Administrative responsibilities, as delegated by the Therapy/Clinical Lead e.g. issuing items from stock, equipment loans
 - To understand word processing e.g. Intranet as a means of communicating
- To understand the need to maintain accurate records of work
- To keep accurate & appropriate records of work, statistics and activity, as required by the Trust.
- To work in accordance with all Occupational Therapy and Therapy policies, guidelines and procedures understanding the role and responsibilities expected
- To work in accordance with all Trust policies and procedures

• BUDGETARY AND RESOURCE MANAGEMENT

- To make full use of all resources available within the service
- To maintain security of equipment and resources within the department in accordance with Trust policies

• MANAGEMENT , SUPERVISORY, TEACHING, TRAINING RESPONSIBILITIES

- To work alongside and provide an appropriate role model for student Occupational Therapists
- To take part in the education of other disciplines about Occupational Therapy where required, for example school students, careers talks
- To support work experience students as required and act as the link between the Professional / Therapy leads
- To take the opportunity to act as an advocate for the OT Profession in the public arena by taking part in careers events for example



<ul style="list-style-type: none"> • To attend in-service education, external courses and study as appropriate • To make use of study and library facilities • To ensure that Continuing Professional Development is applied to practice • To participate in and contribute to the Band 5 Training and Support Group • To participate in the Appraisal and Supervision programme developing a high level of professional skills and standards. • To attend all required mandatory training and understand its application to practice • To share skills and knowledge gained with others in the team, to document and use in learning any reflective practice
<ul style="list-style-type: none"> • RESEARCH AND DEVELOPMENT
<ul style="list-style-type: none"> • To ensure evidence based practice is applied throughout
<ul style="list-style-type: none"> • EFFORT -
<ul style="list-style-type: none"> • To be aware of the need to receive and deal with information regarding patient care with sensitivity and respect • Resilience to meet the increasing and ever changing demands of the role • Highly developed physical skills including dexterity, co-ordination and sensory skills for assessment and manual treatment of patients • Resilience and emotional intelligence whilst working with unwell patients and anxious relatives/carers.
TRUST VISION & VALUES
<p><i>DO NOT AMEND THIS SECTION</i></p> <p>The Trust is clear on its vision and values and aims to make sure that they are reflected in all areas of activity. Our vision is simple; building healthier lives. Our values apply to every member of staff and help us in all we do and how we do it. They are:</p> <p>Kind: The kindness that people show to each other every day Connected: The connections we build with everyone around us Bold: The ability to be bold in how we think, speak and act</p>
ADDITIONAL INFORMATION
<p>This job description is designed to assist post holders with understanding what is expected of them in their role. University Hospitals Birmingham NHS Foundation Trust may ask them to undertake other duties, as required, which are not necessarily specified on the job description but which are commensurate with the grade of the post.</p> <p>The job description itself may be amended from time to time in consultation with the post holder, within the scope and general level of responsibility attached to the post.</p> <p>All post holders must take responsibility to ensure that they are aware of and adhere to all Trust policies, procedures and guidelines relating to their employment regardless of their position within the Trust.</p>

Last Updated:November 2022.....



PERSON SPECIFICATION

JOB TITLE: Band 5 Rotational Occupational Therapist	
TRAINING, QUALIFICATIONS AND PROFESSIONAL REGISTRATIONS	
ESSENTIAL	DESIRABLE
<ul style="list-style-type: none"> DIP RCOT/Degree in Occupational Therapy HCPC membership 	<ul style="list-style-type: none">
EXPERIENCE & KNOWLEDGE	
ESSENTIAL	DESIRABLE
<ul style="list-style-type: none"> Student placement in an area with transferrable skills Knowledge of an Acute Hospital Setting 	<ul style="list-style-type: none"> Other relevant student/workplace experience. Experience of interdisciplinary working
SKILLS & ABILITY	
ESSENTIAL	DESIRABLE
<ul style="list-style-type: none"> Basic clinical understanding of acute medical, surgical conditions and conditions associated with Older People 	<ul style="list-style-type: none"> Ability to apply clinical knowledge to the OT process
OTHER SPECIFIC REQUIREMENT	
ESSENTIAL	DESIRABLE
<ul style="list-style-type: none"> Knowledge of principles of Clinical Governance. Understanding of team work Good Time management and ability to organise own workload Able to seek and use support appropriately 	<ul style="list-style-type: none"> Ability to prioritise own caseload Refined time management skills Ability to drive



<ul style="list-style-type: none">• Aware of own limitations• Ability to use own initiative and seek guidance with more complex issues• Ability to participate in weekend working	
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