

*We partner with the NHS and Local Authorities and deliver publicly funded health and care services the Virgin Way: high quality, commercially sound services and problem-solving. As a result, we can invest the proceeds in the communities they serve to make positive differences to people's lives and help secure publicly funded health and care for the future.*



## Job details

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|---|---|
| <b>Job title:</b>                         | Occupational Therapist; Reablement Band 6 |
| <b>Reports to:</b>                        | Reablement Clinical Service Lead          |
| <b>Banding/Salary:</b>                    | Band 6                                    |
| <b>Other benefits and pension access:</b> | See advert                                |

## Role purpose

The Reablement service is a short-term service which supports and works with people, either in their own home or in Residential or Nursing Homes.

The aim of the service is to maximize and maintain independence through the provision of rehabilitation and support.

Following an initial assessment and in consultation with the service user, a care plan and rehabilitation programme is drawn up. Service users are encouraged to take an active part in the development of their plans and are supported to make informed choices regarding their care.

## Key responsibilities:

### Key service objectives:

- Prevention of admission to hospital
- Supporting discharge from hospital
- Carrying out planned intervention
- Stabilizing Care Plans
- Working with individuals to regain as much independence as possible

This job description is not exhaustive and may change as the post develops or changes to align with service needs. Any such changes will be discussed directly between the post holder and their line manager.

- Determining the appropriate level and type of service for any on-going needs.

### **The Reablement Team**

The team consists of:

- Reablement Therapy Workers
- Occupational Therapists
- Physiotherapists
- Therapy Assistant Practitioner
- Care Co-ordinators
- Administrative support staff

The team works closely with local GP's and other community services such as District Nurses and Social Workers.

The service operates 7 days a week throughout the year, between the hours of 07.00 and 22.00.

### **Location, hours, shift patterns and the working environment**

The post holder will be based with the Midsomer Norton Reablement Team which is housed at The Hollies, Midsomer Norton

This is a full-time post; 37.5 hours a week with core hours for therapists between 8.00 and 16.00 or 10.00 and 18.00.

The service is a seven day week service and all staff are expected to work weekends and bank holidays within a team rota.

The post holder will be expected to have significant contact with service users and consequently the work may involve travelling within the Bath & N E Somerset area.

### **The Role**

- To carry out therapeutic assessment, diagnosis and treatment with patients using person centred goals, who may have diverse presentations and a range of physical and psychological conditions within the context of a community-based, multi-disciplinary team.
- As part of a reablement service, there is a focus on: admission avoidance, planned rehabilitation and facilitation of hospital discharge within the context

- of multi-disciplinary and multi-agency working.
- To hold responsibility for own case load working with rehabilitation therapy workers to deliver therapeutic programmes as part of the multi-disciplinary team.
- Provide effective supervision to junior Occupational Therapists, Therapy Assistant Practitioner and Reablement therapy workers
- Provide an evidence-based Occupational therapy service of a high standard, to patients in a community setting by undertaking comprehensive assessments, reassessments, care planning, rehabilitation and therapeutic care and support. This will involve using clinical reasoning skills and knowledge of evidence based practice to inform the appropriate intervention and developing comprehensive discharge plans from the service.
- Provide professional advice and guidance to the team and others. This will involve contributing to the day to day management of the team, data gathering , analysis, recording and reporting, interpreting and recommended further courses of action
- Allocate, supervise and direct on-going Occupational Therapy programmes to patients provided by Reablement therapy workers and Therapy Assistant Practitioner as required
- Be responsible for the safe and competent use of equipment and appliances used by patients and ensure that members of the patients family, other MDT colleagues , carers and students attain competency prior to use
- Assist in further integration of health and social care practices, helping to break down barriers and enable more joint working and shared pathways , working with other practitioners and teams
- Resolve varied problems using advanced analytical /problem solving techniques to understand the causes. Find solutions based on limited information and use evaluation, judgment and interpretation to select best course of action.
- Accountable for day to day people management of the team, contributing to longer term planning, performance, coordination and development of staff. This will include acting as the team lead -triaging and booking in new referrals based on the capacity available
- Be professionally and legally accountable for all aspects of own work, adhering to National, professional and organizational standards and guidelines
- Communicate in an appropriate and professional manner to enable sharing of information of varying complexity.

| Person specification  |   |
|---|---|
| Essential   | Desirable   |
| <ul style="list-style-type: none"> <li>• Diploma/ Degree in Occupational Therapy</li> <li>• Membership of College of Occupational Therapists and/ or evidence of other professional liability insurance to practice</li> <li>• Registered with HCPC</li> <li>• Evidence of continuing professional development (CPD) recorded in a portfolio, as recommended by HCPC.</li> <li>• Previous post qualification experience working in health and social care environment within the Occupational Therapy professional discipline as a band 19(band 5)</li> <li>•</li> <li>• Has depth of knowledge of principles and practises within Occupational Therapy to include knowledge of medical conditions prevalent in the elderly e.g. Parkinson's Disease ,Stroke, MS,COPD, falls , orthopaedic conditions , general ageing and diabetes.</li> <li>•</li> <li>• Experienced and has depth of knowledge of professional and management practises relevant to the job role. This will include physical, cognitive , perceptual and functional assessments</li> <li>•</li> <li>• Good working knowledge of typical work related systems , procedures , equipment and technology</li> <li>•</li> </ul> | <ul style="list-style-type: none"> <li>• It is desirable to hold or be working towards a post graduate diploma / degree in professional practise and / or management practise</li> <li>• It is desirable to have previous experience of monitoring and managing a budget; to have an understanding of information governance requirements in a care / organizational setting</li> </ul> |

- Knowledge and understanding of the legislation that applies to care and health work

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| Employee signature: |  |
| Date:               |  |
| Manager signature:  |  |
| Date:               |  |

## About us

We've been part of the NHS since 2006. We partner with the NHS and with local authorities to provide high quality care and transform services to be sustainable for the future. We see more than a million people each year in community and primary care, social care and referral services across England.

- We're part of the Virgin Family, a worldwide family business spanning the globe which has invested more than £60m of its own money into our partnerships with the NHS
- We don't pay out our profits to shareholders, because we re-invest every penny into our partnerships with the NHS including through a £100,000-a-year innovation fund you can use to make a difference in your service.
- We're highly rated by the CQC. 91% of our services<sup>1</sup> are rated good or outstanding by the CQC and we're inspected more often – more than 80 times a year since 2013.
- We are one of just 22 organisations with a Government-backed quality award for our learning and development programmes run through our in-house development company, The Learning Enterprise.

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<sup>1</sup> As at December 2019

## Our values

- **We think** - Challenging ourselves and others on what we do, how we do it, fostering a culture of improvement.
- **We care** - putting people over process, treating service users like our own family, understanding and walking in the shoes of others.
- **We do** – cutting through bureaucracy and getting stuff done – holding ourselves and others to account for high standards and not just talking about change but delivering it.

### Confidentiality and Information Security

As a Virgin Care employee you will be required to uphold the confidentiality of all records held by the company, whether patients/service records or corporate information. This duty lasts indefinitely and will continue after you leave the company's employment.

All information which identifies living individuals in whatever form (paper/pictures, electronic data/images or voice) is covered by UK Data Protection laws and should be managed in accordance with this legislation. This and all other information must be held in line with NHS national standards including the Records Management: NHS Code of Practice, NHS Constitution and NHS Digital's Code of Practice on Confidential Information and should only be accessed or disclosed lawfully. Monitoring of compliance will be undertaken by the Company. Failure to adhere to Information Governance policies and procedures may result in disciplinary action and, where applicable, criminal prosecution.

### Information Governance Responsibilities

As a Virgin Care employee you are responsible for the following key aspects of Information Governance (not an exhaustive list):

- Completion of annual information governance training
- Reading applicable policies and procedures
- Understanding key responsibilities outlined in the Information Governance acceptable usage policies and procedures including NHS mandated encryption requirements
- Ensuring the security and confidentiality of all records and personal information assets
- Maintaining timely and accurate record keeping and where appropriate, in accordance with professional guidelines
- Adherence to the clear desk/screen policy
- Only using email accounts authorised by Virgin Care – eg @virgincare.co.uk, NHSmail etc. These should be used in accordance with the Sending and Transferring Information Securely Procedures and IT and Electronic Communications guidance
- Reporting information governance incidents and near misses on CIRIS or to the appropriate person eg line manager, Head of Information Governance, Information Security Lead within and no later than 72 hours after identifying the incident
- Only using approved equipment for the use of Virgin Care business

### Governance

Clinical governance is a framework through which organisations delivering health and care services are accountable to continuously improving the quality of their services and safeguarding high standards of care by creating an environment in which clinical and other forms of care flourishes. Employees must be aware that clinical governance places a duty on all staff to ensure that the level of care services they deliver to patients is safe and high quality, and that they follow/comply with Virgin Care policies and procedures.

### Registered Health Professional

This job description is not exhaustive and may change as the post develops or changes to align with service needs. Any such changes will be discussed directly between the post holder and their line manager.



All staff who are a member of a professional body must comply with standards of professional practice / conduct. It is the post holder's responsibility to ensure they are both familiar with and adhere to these requirements.

### **Risk Management / Health & Safety**

Virgin Care is firmly committed to reducing Healthcare-Associated Infections. All colleagues are responsible for protecting themselves and others against infection risks, and ensuring a clean safe environment is maintained. All colleagues, regardless of whether clinical or not, are expected to comply with current Virgin Care infection prevention and control policies including Hand Hygiene and Maintenance of a Clean Environment. These policies must be followed to ensure patients are cared for in a clean environment and receive the highest standards of clinical care.

Colleagues must be aware of the responsibilities placed on them by the Health & Safety at Work Act (1974) and Virgin Care policies and guidelines to ensure that we maintain a safe environment and safe working practices to protect service users, other colleagues and visitors. It is essential to observe strict fire and security precautions at all times. Ensure you know the fire procedures in your workplace; never obstruct fire exit routes or prop open fire doors. Always keep premises secure and check the identification of visitors or unknown persons in the workplace.

All staff have a responsibility to access Occupational Health, other staff support services and/or any relevant others in times of need for advice and support.

All staff must report accidents, incidents and near misses so that the company can learn from them and improve safety.

### **Safeguarding Children and Vulnerable Adults Responsibility**

Virgin Care is committed to safeguarding, protecting and promoting the welfare of children and adults at risk of harm. We expect all employees to share this commitment by working to relevant safeguarding legislation, multi-agency procedures and Virgin Care policies and guidance which promote safeguarding and safer working practices across our services.

As such, all posts are subject to a safer recruitment process, including the disclosure of criminal records and vetting checks. All colleagues working directly with people using our services will support them to participate in decision making in accordance with the Mental Capacity Amendment Act 2019.

### **Medicines Optimisation Responsibility**

All health care professional colleagues who are registered with a regulatory body, must comply with their regulatory body, including standards of professional practice / and conduct. It is the post holder's responsibility to ensure they are both familiar with and adhere to these requirements.

#### Nursing or registered healthcare professionals

All staff are responsible for undertaking all aspects of medicines optimisation related activities in accordance with the company's medicines policies and procedures to ensure the safe, legal and appropriate use of medicines. All staff are responsible for maintaining their competencies in order to undertake the medicines optimisation activities.

#### Skilled non-registered staff

Undertake aspects of medicines optimisation related activities in accordance with the company's medicines policy and procedures where appropriate training has been given and competencies have been achieved:

### **Policies & Procedures**

All Staff will comply with the Company Policies and Procedures which can be found on the company intranet.

### **Equal Opportunities**

It is the company's intention to be an employer of choice and ensure that no job applicants or employees are unfairly disadvantaged on the grounds of gender, disability, race, ethnic origin, colour, age, sexual

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orientation, religion or belief, trade union membership or any other factors that are not relevant to their capability or potential.

As a Disability Confident Committed company, we work in partnership with the Department of Work and Pensions (DWP) to provide facilities, work environment adjustments and technical solutions to make our business an inclusive place for all. To this end, the company has an Equality and Diversity policy and it is the responsibility of each employee to contribute to its success.