

## Job Description

Job Title	Occupational Therapist: Community Equipment Lead
Grade	11
Advertised Salary	£40,491 - £47,274
Department	Children and Adults Services
Business Unit	Adults Social Care

### Job Summary

- This Occupational Therapy role will provide clinical leadership and expertise in relation to equipment provision for front line staff across children and adults health and social care and will work in partnership with commissioners, contracted providers and the London wide equipment consortium
- This role will form part of a strong collaboration, to ensure high quality, evidence based provision of equipment for residents of Southwark
- This role will support the overall budget and resource management objectives
- The Community Equipment Lead role will report to the Principal Occupational Therapist and work as part of the service development structure.

### Job Context

This is a lead role working across the health and social care system to achieve evidence based improved and sustained outcomes for some of Southwark's most vulnerable populations. The clinical lead role will report to the Principal Occupational Therapist and work as part of the service development structure.

### Principle Accountabilities

1. To actively participate in and be accountable to the ICES Joint Management Meeting, contributing to a joint work programme and regularly reporting on progress.
2. To provide expert advise to clinical and non-clinical prescribers in relation to equipment and minor adaptation provision. This will include being available for telephone discussions, and attendance at operational team meetings (sharing good practice, audit outcomes etc.)

3. To coordinate and Chair operational meetings with lead practitioners across Southwark health and social care in order to achieve a formal process for open and continuous dialogue with prescribers in line with operational arrangements.
4. To provide clinical expertise and sometimes joint visits, when dealing with the most complex cases of vulnerable or at risk adults with a disability to provide advice to support best practise in equipment provision.
5. To ensure that we have robust systems and processes in place for appropriate and timely prescription. This may involve working with providers as well as internal processes.
6. To be proactive and deliver innovation to the provision of equipment services to ensure that the services are efficient and modern.
7. Ensure prescribers are well informed about the community equipment available and the ordering processes by providing guidelines and workshops.
8. To keep up to date on developments and innovation with regards to assistive technologies and work with commissioners and service providers to secure the most up to date, clinically effective and value for money products for our local equipment catalogue.
9. To contribute to a system wide culture in line with value for money and proportionate provision.
10. Provide advice to contracted providers, including 3<sup>rd</sup> sector organisations on trusted assessments and equipment provision

### **Financial**

To initiate and develop targeted initiatives which respond to trends in demand or spend on equipment services, to ensure value for money is maintained. To support the management of spend, by monitoring when actions are required operationally to respond to and target areas which require improvement.

### **Location**

This role requires mobile working. The role will require hot-desking at various sites including Queens Road.

### **General**

The post holder is required to carry out duties and responsibilities of the post in accordance with the Councils' policies and procedures and standing orders.

### **Health & Safety**

The post holder is required to carry out duties and responsibilities in accordance with the Council's Health and Safety Policy, and Health and Safety legislation

### **Pension**

The post holder may apply to join the Local Government Pension Scheme.

## Special Conditions of Employment

A Disclosure and Barring Service (DBS) Enhanced Level check is required.

The post holder is required to work for a minimum of 36 hours per week and may be required to work outside of normal office hours according to the needs of the service.

The employment is subject to a probationary period of twenty six weeks from your start date of employment with Southwark Council, during which time you will be required to demonstrate to the council's satisfaction your suitability for the position in which you are employed.

## Person Specification

The person specification describes the essential criteria, (minimum requirements), that a candidate must demonstrate for appointment. The desirable criteria are used to help us select between candidates. The criteria initially tested at short listing stages may be given further consideration at later stages of recruitment.

Use the application form to describe how you meet the criteria outlined below. You should explain and provide examples to outline how your experience, knowledge and skills transfer to the challenges of this post. Do not use more than 4000 characters for any of these sections (knowledge, experience or skills) and please do not feel that you need to reach this limit.

### Criteria tested initially at short listing stage.

E = Essential, or D = Desirable.

#### Knowledge

1. To be a registered Occupational Therapist with the HCPC
2. Excellent working knowledge of disability equipment

#### Experience

3. Experience of maintaining accountability for project or programme delivery and for coordinating and chairing meetings.
4. Extensive experience of assessing for and reviewing community equipment

#### Skills

5. Ability to take responsibility for the professional learning and development of others through supervision, mentoring, assessing, research, teaching, leadership and management.
6. A high level of personal drive and commitment to excellent customer care and the ability to set an example for other staff.

**The following criteria will be tested at later stages of recruitment.**

These are broken down under the headings “Knowledge”, “Experience”, and “Skills”.

Each of the criteria is noted as either E = Essential, or D = Desirable.

**Knowledge**

1. Knowledge of current health and social care provision across primary and secondary care - E
2. Excellent working knowledge of disability equipment - E
3. Expertise in relation to evidence based practice for equipment provision and minor adaptations – E

**Experience**

4. Experience of working across health and social care systems, with multiple stakeholders and as part of a team.
5. Experience of independently managing and prioritising demands and tasks to meet objectives.
6. Extensive experience of assessing for and reviewing community equipment

**Skills**

7. To apply Occupational Therapy ethical principles and values to guide professional practice.
8. Ability to take responsibility for the professional learning and development of others through supervision, mentoring, assessing, research, teaching, leadership and management.
9. A high level of personal drive and commitment to excellent customer care and the ability to set an example for other staff.
10. Ability to make decisions and solve problems to meet operational targets, involving devising solutions and prioritising the resources available.
11. Ability to meet agreed objectives and delivery targets by the effective use of resources.