

JOB DESCRIPTION

Job title:	Occupational Therapist
Grade:	Staff Grade
Reports to:	Senior Occupational Therapist
Working Hours:	35 hours per week for a Full-time employee.

Mission and Values of the Hospital

Mission

We strive for excellence in meeting the holistic needs of our patients in a caring and healing environment in which the essential contribution of each member of staff is valued.

The values of human dignity, compassion, justice, quality and advocacy rooted in the mission guide us in our work.

We will, within the foregoing context, make every effort to maintain excellence in clinical care, teaching and research.

*Comh mheas, comh bhá, comh phártíocht agus
comh oibre bunsraith ár gcuid saothar uile.*

Core Values

Human Dignity

Compassion

Justice

Quality

Advocacy

Role Summary:

Purpose of the Position: As a member of the Occupational Therapy team, to provide a high quality Occupational Therapy service to the patients of St. Michael's Hospital.

Key Duties and Responsibilities

- To prioritise and manage a caseload under the supervision of a Senior Occupational Therapist, including patients who may have complex conditions.
- Assess patients' functional abilities and provide individualised treatment, rehabilitation and equipment to maximise independence, both in hospital and for hospital discharge.
- Assess patients' cognition and perceptual function using standardised and non-standardised assessments tools and treat accordingly.
- Demonstrate a logical and systematic approach to problem solving and decision making, based on Occupational Therapy practice and supported by evidence.
- Maintain clinical records in accordance with national and local policy and professional standards/guidance.
- Ensure patient confidentiality is maintained at all times.
- To demonstrate an understanding and application of the importance of occupational engagement for health and well-being.
- To undertake assessments using clinical reasoning skills, addressing occupational performance and skills deficits, enabling function in areas of self-care, productivity and leisure.
- Assess patients understanding of treatment proposals, gain valid consent and work within the legal framework with patients who lack capacity to consent to treatment.
- To work with patients and other members of the interdisciplinary team to identify goals of the individualised treatment programme. Goals should be based on a sound knowledge of evidence-based practice and treatment options using assessment, reasoning and knowledge of core treatment skills.
- Carry out agreed treatment programmes independently or with other members of the treatment team, including individual treatments, co-treatments and group interventions.
- Liaise with patients, their relatives/carers, other staff and outside agencies as required.
- Monitor, evaluate and modify treatment for patients in order to measure progress

and ensure effectiveness in intervention.

- To engage in reflection and evaluation of own practice.
- Demonstrate and apply a broad level of understanding of the effect of disability and recommend adaptations to the patient's environment as appropriate.
- Use a range of verbal and non-verbal communication tools to communicate effectively with patients in order to progress rehabilitation and treatment programmes. This will include patients who may have difficulties in understanding or communicating.
- Working as part of the Occupational Therapy team to escort patients to their homes on discharge and carry out assessments in that environment as deemed necessary to meet the needs of the patient.
- To develop comprehensive discharge plans.
- To understand clinical risk and manage effectively to ensure a safety of patients, families, colleagues and the general public.
- To assess and recommend equipment and assistive technologies based on identified patient need.
- To be responsible for the safe and competent use of Occupational Therapy equipment by patients. Ensure this through teaching, training and supervision of practice.

The above Job Description is not intended to be a comprehensive list of all duties involved and consequently, the post holder may be required to perform other duties as appropriate to the post which may be assigned to him/her from time to time and to contribute to the development of the post while in office.

Person Specification

Essential Qualification Requirement:

Be registered on the Occupational Therapists Register maintained by the Occupational Therapists Registration Board at CORU and maintain annual registration.

It is desirable that candidates have:

- Relevant post qualification experience working as an occupational therapist.
- Documented evidence of Continuing Professional Development
- Membership of the Association of Occupational Therapists of Ireland

Key Skills:

- Demonstrate a flexible working approach and personal motivation
- Excellent interpersonal and communication skills.
- Excellent organisational skills, particularly being able to prioritise tasks.
- Team player with the ability to work on own initiative.
- Honest, trustworthy and reliable.
- Punctual.
- Maintain a high level of confidentiality.
- Perform duties in a responsible and mature manner.

Mandated Person – Children First Act 2015

As a mandated person under the Children First Act 2015 you will have a legal obligation:

- To report child protection concerns at or above a defined threshold to TUSLA
- To assist TUSLA, if requested, in assessing a concern which has been the subject of a mandated report

You will remain a mandated person for the duration of your appointment to your current post or for the duration of your appointment to such other post as is included in the categories specified in the legislation.

Conditions of Employment:

- Annual Leave Entitlement: 28 days per annum pro- rata. Annual leave is calculated January to December of each year.
- Sick Leave Regulations: Please refer to contract of employment.
- Probationary Period: The appointee shall hold office for a probationary period of six months.
- The terms of the Hospitals Superannuation Scheme (VHSS & SPSPS) will apply to this position.
- A minimum of 1 months' notice of termination of employment is required. Notice of termination of employment must be received in writing.
- Uniform Policy must be adhered to at all times.

Please note the following:

- The Hospital Board is not responsible for loss or theft of personal belongings.
- Fire orders must be observed and staff must attend fire lectures every 2 years.
- Mandatory training must be adhered to and recertified before expiry timeframes occur i.e. Manual Handling, Basic Life support, Intravenous assessment, Hand hygiene education, waste management and Mission effectiveness programme.
- All accidents within the department must be reported immediately.
- In line with the Safety, Health and Welfare at Work Act (1989 & 2005), smoking within the Hospital building is not permitted.
- All Staff are advised to avail of Hepatitis B Vaccination with Occupational Health.

Policies/Legislation:

All hospital policies and procedures form an integral part of an employment contract and may be subject to update and revision, from time to time, in consultation with union representatives as appropriate. Employees are required to comply with all hospital policies, procedures (e.g. Dignity at work, Trust in Care, Computer Usage Policy) and the hospitals ethical codes of practice.

Confidentiality

In the course of your employment you may have access to, or hear information concerning the medical or personal affairs of patients, students, staff and / or other health service business. Such records and information are strictly confidential and, unless acting on the instruction of an authorised officer, such information must not be divulged or discussed except in the performance of normal duty. In addition records must never be left in such a manner that unauthorised persons can obtain access to them and must be kept in safe custody when no longer required.

Hygiene

During the course of employment staff are required to ensure that the hospital's hygiene and infection control policies are adhered to at all times. All employees have responsibility to prevent transmission of infection by adhering to and implementing optimal hand hygiene and adhering to the Hospital's Hygiene processes. Hygiene is a fundamental component of St Michaels Hospital's quality system to ensure the safety and well-being of its patients and staff and plays a role in the prevention and control of healthcare associated infection.

Benefits of working at St Michaels Hospital

- Defined benefit pension scheme.
- Access to learning and development opportunities.

- Library facilities.
- Subsidised staff restaurant.
- Subsidised pharmacy.
- Access to subsidised gym facilities.
- Access to health services credit union.
- Group discount for health insurance.
- Excellent access to public transport including tram and bus routes.
- Tax saver commuter ticket scheme.
- Bike to work scheme.

This job description will be subject to review in the light of changing circumstances and may include any other duties and responsibilities as may be determined from time to time.

Notes

The extent and speed of change in the delivery of health care is such that adaptability is essential in this position. The incumbent will be required to maintain and enhance their professional knowledge, skill and aptitudes necessary to respond to a changing environment. The job description must be regarded as an outline of the major areas of accountability, which will be reviewed and amended on an on-going basis.

Reviewed: June 2023

Next review: June 2027

Signed by Job Holder

Date