**JOB DESCRIPTION**

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| **Job Title** | Occupational Therapy Assistant | |
| **Location** | Remote (Home-based with travel required) | |
| **Grade** | Band 4/5 (Will consider both unqualified and newly qualified applicants) | |
| **Salary** | £27,300 - £31,200 +Car Allowance | |
| **Reports To** | Head of Rehabilitation | |
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| **Job purpose** | As an Occupational Therapy Assistant working within Gray Healthcare, you will be joining our skilled Clinical Team.  This role will provide you with the opportunity to put into practice your current skills in addition to developing yourself as an autonomous practitioner.  You will be part of a growing team providing evidence-based assessment and intervention to people with complex needs who are supported to live a meaningful life in their own homes. You will be supported and supervised by a qualified Occupational Therapist and will have access to support from the internal MDT to ensure safe and effective working practices.  Gray Healthcare’s Model is underpinned by Trauma Informed Care and Positive Behaviour Support, as such, you will be expected to work collaboratively with all internal and external stakeholders in order to ensure the provision of robust, positive and evidence-based support.  Job functions include (but are not limited to) and will be supported by the Occupational Therapist:   * Completion of holistic Occupational Therapy Assessment using the MOHOST, Screening Tools and Activity Analysis * Setting goals and planning interventions with the people we support and their team. * Delivering creative interventions using evidence based practices and approaches * Evaluate the efficacy of interventions * Carry a caseload of approximately 15 people. * Assessment and Intervention outcomes need to effectively contribute to MDT discussion with the view to promote collaborative working towards meaningful engagement and improved quality of life. * Will evidence therapeutic input by providing statistics relating to caseload * Manage own time and priorities under the supervision of the Occupational Therapist * Act as a clinical resource and demonstrate meaningful team working skills * Take a solution focussed approach to mitigating risk of occupational deprivation * Supporting the facilitation of workshops and group discussions using appropriate delivery methods where required * Work within CQC regulated activities and in line with MCA, Safeguarding and Code of Conduct policy and procedure. | |
| **Key accountabilities** | * A commitment to undertake relevant training and personal development * The ability to travel and occasional overnight stays (car allowance and expenses paid) * You will be an ambassador for Gray Healthcare * Provide advice, guidance and support. * Work within a team that promotes positive risk taking. * Assess, plan, implement and evaluate clinical care plans and risk assessments. * Coach and guide support staff to provide robust and evidence-based intervention with an emphasis on skill building * Work collaboratively with key stakeholders, the individuals we support and their families. * Support Co-Production initiatives * Work with individuals and their families. | |
| KNOWLEDGE, SKILLS, TRAINING AND EXPERIENCE | E   * **Essential** * Evidence of relevant experience relating to Mental Health, Learning Disability, Complex Needs, Autism and / or Acquired Brain Injury * Minimum of 6 months experience in a relevant role * An understanding of Trauma Informed Care * Knowledge of assessment, planning, intervention and evaluation. * Excellent written and verbal communication skills including use of Microsoft word, PowerPoint, excel and outlook. * Ability to demonstrate effective self-management including use of time, organisation, planning and problem solving. * Ability to recognise and work within your own competency. * To respond effectively to constructive feedback. * Commitment to development of your own skills. * The ability to work collaboratively with others, this will include the Training Coordinator, Clinical Team, Operations team and Quality team * To be empathetic and passionate in working with clients with complex needs * Access to a car and business insurance * Ability to work flexibly to meet the needs of the service * Ability to commit to overnight stays where required. * **Desirable** * A working knowledge of the Positive Behaviour Support Model and how this enhances quality of life * Able to use self-reflection to improve clinical skills. * Experience working with a multi-disciplinary team * Knowledge of the Model of Human Occupation (or other Occupational Therapy models) * An understanding of behaviours perceived as challenging and the ability to use this in supporting staff to be solution focussed. * Experience working with electronic care planning programmes * Good administration and organisational skills * Awareness of Sensory Integration * Understanding of CQC regulated activities * Creative mindset * DBS Online | |
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| **Dimensions** | Direct reports | 0 |
| Total staff overseen | 0 |
| Internal contacts | Executive Leadership Team, Senior Management Team, Operational Teams, Clinical Teams, Head Office Teams |
| External contacts | External MDT |
| Planning outlook | Strategic awareness |
| Problems solved | Complex operational and organisational challenges where competing priorities and resources may exacerbate complexity |
| Financial authority | Devolved by line manager |

**PERSON SPECIFICATION**

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| **Job title** | Occupational Therapy Assistant | |
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| **Personal effectiveness** | Essential | Desirable |
| * Self-motivated * Excellent planning and organisational skills * Excellent communication skills * Enthusiastic and able to work autonomously * Able to recognise and work within your own competency | * Ability to think creatively * Working knowledge of the PBS Model of Support |
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| **Technical effectiveness** | Essential | Desirable |
| * Knowledge and understanding of regulations, regulators and the frameworks within how they operate * Knowledge of Health & Social Care legislation and national policies | * Experience of being involved in a CQC Inspection |
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| **Acquired experience & qualifications** | Essential | Desirable |
| * Experience working within a hospital/community setting with people with complex needs * Good IT skills | * Awareness of the various roles of MDT members (RMN, RNLD, OT, Psychology etc) |
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| **Other requirements** | Essential | Desirable |
| * Ability and willingness to undertake national travel which may include overnight stays and periods of time travelling to and from a variety of unfamiliar locations. |  |