



# Falkland Islands Government – Job Description

<b>Job Title:</b>	Occupational Therapist		
<b>Department:</b>	Health & Social Services	<b>Section:</b>	Care Services
<b>Reports to:</b>	Head of Care Services		
<b>Grade:</b>	Falkland Islands Government Grade – C	<b>Job Code:</b>	215OT1

## Job Purpose

To provide a client centred Occupational Therapy service in the Falklands Islands for child and adult patients who have complex medical, neurological, orthopaedic, or psychological disorders or a learning disability. The Occupational Therapist (OT) will work as a sole practitioner, responsible for developing, managing and providing the service to maximise independent living.

Working primarily in the community, duties may be carried out in various settings including the residential care facilities or the hospital. The OT may be required to work with and develop care staff to increase their understanding of rehabilitation skills.

The OT will deploy and manage aids and equipment to overcome effects of disabilities on essential daily living tasks. The OT will manage the service's budget including reporting on use and outcomes.

The OT will liaise with visiting paediatric OTs and may be requested to provide low level assessment and treatment ideas for the paediatric population, subject to the OT's capability.

## Main Accountabilities

### Clinical Responsibilities

- Carrying a caseload of patients, being responsible for their OT assessment, formulating and implementing treatment plans as part of the multi-disciplinary team (MDT). To regularly review patients' progress and adjust their treatment appropriately.
- Assessing the functional abilities, limitations, and potential of these patients and to provide appropriate occupational therapy intervention, advice and support in order to maximise their level of functioning.
- Assessing and provide treatment for patients with complex care needs and to refer patients to the appropriate agency or service to meet their identified needs.
- Carrying out assessments within patients' homes in order to assess and minimise risks for continued community living or to facilitate safe discharge home from hospital.
- Liaising regularly with other professionals across Health and Social Services regarding OT treatment, including leading and attending reviews, family meetings, and case conferences.



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<b>Job Title:</b>	Occupational Therapist
<b>Main Accountabilities:</b> <i>continued</i>	
<ul style="list-style-type: none"><li>• Being responsible for delegating appropriate patients to the community care workers appropriately trained and supported to supervise therapy care plans.</li><li>• Identifying the need for adaptive equipment, to issue and install these as appropriate and to demonstrate safe use of equipment to patients and carers, when necessary.</li><li>• Assessing for, and recommending building adaptations in accordance with local policies and procedures.</li><li>• Identifying and facilitating joint working and joint treatments with other professionals.</li><li>• Providing specialist advice, training and support to families, carers, staff and services about appropriate treatment approaches, rehabilitation process and adaptive equipment for patients.</li><li>• Keeping up to date and accurate clinical and care management records of all referrals, assessments and interventions with patients in line with Falkland Islands Government and professional standards and therapeutic programmes.</li><li>• Assessing patient understanding of treatment proposals, gaining valid informed consent and having capacity to work within a legal framework with patients who lack capacity to consent.</li><li>• Being aware of, and respect, the needs of patients regarding choice and dignity.</li><li>• Administering specialist, standardised and/or structured assessments with patients on allocated caseload and interpret the results, in order to facilitate effective treatment and care planning by the multidisciplinary team.</li><li>• Being competent in the administration of specific OT assessments of motor, sensory, cognitive, perceptual, psychosocial and functional areas.</li><li>• Leading the therapeutic approach for all patients including the most complex presentations where neurological disorders, physical impairments, and mental disorders combine to present high risks and severely challenged circumstances.</li></ul>	
<b>Non-Clinical Responsibilities</b>	
<ul style="list-style-type: none"><li>• Responsible for the confidential and safe storage of patient related information and collecting statistical data for the purpose of monitoring and audit of the service.</li><li>• Attending professional and team meetings as requested and participate in clinical governance activities as applicable and agreed with the Hospital Manager.</li></ul>	



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<b>Job Title:</b>	Occupational Therapist
<b>Main Accountabilities:</b> <i>continued</i>	
<ul style="list-style-type: none"><li>• Responsible for identifying and recommending appropriate equipment and assessment tools needed for the service ensuring value for money.</li><li>• Keeping the senior management up to date with relevant information and developments so that they can manage and represent the service effectively.</li><li>• Acting at all times in accordance with Health and Social Services and departmental policies and procedures.</li></ul>	
<b>Supervisory Responsibilities</b>	
<ul style="list-style-type: none"><li>• Being responsible for the clinical supervision of junior staff, with support from the senior management as required.</li></ul>	
<b>Training Responsibilities</b>	
<ul style="list-style-type: none"><li>• Taking advantage of training and supervision opportunities as appropriate and leading training on acquired or skills learnt with the community care workers and other team members.</li><li>• Taking an active role in the development and delivery of the OT and MDT in-service training programmes.</li></ul>	
<b><i>The job description is not an exclusive or exhaustive definition of your duties. You shall undertake such additional or other duties as may reasonably be required by FIG commensurate with your role and grade.</i></b>	
<b>Additional Information:</b>	
<p>The Islands have a population of about 4,000 with around 3,000 of those living in Stanley. The remainder live out in 'Camp' some on outlying islands, accessible only by the local Government Air Service, or ferry. There is full employment in the Falklands with many older adults choosing to remain in the workforce after retirement age. Health and Social Services are integrated within a single government department. Primary and Secondary care services are also fully integrated and are based in the King Edward VII Memorial Hospital.</p> <p>The OT role is stand alone and the person employed will be expected to work across all Health and Social Care Services. The Falkland Islands Government is currently developing the Community Support Team, including a purpose built Extra Care Facility (Tussac House) currently under construction, to help meet the current and future care needs of the Falkland Islands population. The OT will play a key role in assisting with the development of the new facility and associated care services. The Occupational Therapist (OT) will be based within Tussac House and will work in that facility and elsewhere as appropriate for service delivery.</p>	



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<b>Criminal Record Checks - This post is regarded as a sensitive post</b>	
<p>All applicants for Government posts will be asked to disclose convictions upon application. Criminal records will only be considered for recruitment purposes when the conviction record is relevant. Having an 'unspent' conviction will not necessarily bar a candidate from employment. This will depend on the circumstances and background to the offence(s).</p> <p>Any information given will be completely treated as confidential and will be considered only in relation to the post to which the application refers.</p> <p>Failure by a candidate to reveal information that is directly relevant to the post applied for could lead to the withdrawal of an offer of employment.</p>	



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<b>Person Specification:</b>	Occupational Therapist		
Criteria	Essential	Desirable	Assessment Method
<b>Qualifications &amp; Training:</b>			
Degree in Occupational Therapy	✓		A
Current HCPC registration	✓		A
Member of Royal College of Occupational Therapists		✓	A
Relevant post graduate qualifications		✓	A
<b>Knowledge:</b>			
Minimum of five years post qualification experience including experience across a wide range of specialities including medical, LD and mental health	✓		A/I
Post qualification specialisation relevant to post	✓		A/I
Wide knowledge base of OT models of practice, assessments, therapy and outcome measures	✓		I
Evidence of understanding the needs of service-users and their carers, and an ability to explain the role of the OT to them	✓		I
Understanding and up to date knowledge of specialist adaptive equipment	✓		I
Understanding of the importance of clinical governance	✓		I
Experience in using standardised and structured assessments, and in implementing specialised OT treatment approaches	✓		A/I
Experience of assessing for specialist adaptive equipment and building adaptations, and of evaluating effectiveness and safety	✓		A/I
Experience of goal setting and evaluating the outcomes of OT treatment	✓		A/I
Experience of working as a member of a multi- disciplinary team, and to identify ways to facilitate effective team working	✓		A/I



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<b>Person Specification:</b>	Occupational Therapist ( <i>continued</i> )		
Criteria	Essential	Desirable	Assessment Method
<b>Knowledge: <i>continued</i></b>			
Involvement in clinical audit and service improvement	✓		I
Experience of contributing to planning care in conjunction with service-users and other disciplines	✓		I
Experience in managing or training other therapists, assistants, healthcare workers, volunteers		✓	A/I
Experience in managing an OT service in a rural, or remote location		✓	A/I
<b>Skills:</b>			
Good communication skills, with the ability to communicate complex information clearly, verbally and in writing and overcome barriers to communication	✓		A/I
Ability to identify safeguarding issues	✓		I/R
Competent in manual handling	✓		A/I
Understanding of issues involved in working in a diverse community, and of practical ways to ensure OT practice is culturally appropriate and accessible	✓		I
Competent computer, word processing and e-mail skills	✓		A/I
Understanding of the role of and process of clinical supervision	✓		I
Ability to identify professional training needs, and evidence of updating clinical skills	✓		I
Hold or be willing to achieve a moving and handling training the trainer certificate		✓	A/I
<b>Personal Attributes:</b>			
Evidence of responding flexibly to change	✓		I



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Person Specification:	Occupational Therapist ( <i>continued</i> )		
Criteria	Essential	Desirable	Assessment Method
Professional, empathic, friendly, co-operative and helpful	✓		I/R
Flexible, pragmatic approach	✓		I
Able to work autonomously and as part of a team	✓		I
Good organisational, record keeping and care management skills	✓		A/I
Committed to achieving best possible outcomes for patients within sustainable resources	✓		I
Access to good distant clinical advice and support mechanisms/structures	✓		I
Engagement with special interest groups within occupational therapy		✓	I
Current driving licence	✓		A/I

## Method of Assessment:

A - Application Form

R – Reference

I - Selection Interview