



JOB DESCRIPTION

Job:	Basic Grade Occupational Therapist
Location:	St. Laurence's Residential service/ Enable Ireland Adult Cork Services
Contract Hours:	35hrs per week
Contract Type:	Permanent
Reporting to:	Adult Services Manager or Designate

Overall Purpose of the Post:

The post holder will be responsible for the initiation and provision of a quality Occupational Service to adults with disabilities accessing our services. This service will include assessment and intervention to meet identified needs, working with Service Owners to integrate goals as relevant in their person centred plan. The post holder will work in partnership with Service Owner informed by the four principals of new directions: person –centeredness, community involvement, active citizenship and high-quality service provision. It will also include supporting and upskilling staff in the day centres to maximise each Service Owner's potential, their engagement and active social roles.

1. The person appointed to this post will work as part of multi-disciplinary teams delivering a coordinated approach to adults with Physical disabilities, under the direction of the Adult Services Manager and in close cooperation with frontline colleagues.
2. People are supported in various settings including residential units, community houses, family homes, day services, respite services and supported community living. The successful candidate will provide services in a variety of these settings.
3. The Senior Occupational Therapist will be responsible for the provision of a high quality Occupational Therapy service and will carry out clinical and educational duties as required.
4. The professional reporting relationship will be to the Adult Services Manager through the professional line management structure. The therapist will ultimately be responsible to the Director of Services.

Duties:

- Plans and organises individual caseload, to include assessment/needs identification, support planning and intervention provision for Service Owners presenting with a range of disabilities.
- Working with team members to apply and develop caseload management procedures, including prioritisation
- Work in partnership with adults / parents / carers and other professionals in developing their occupational therapy care plan that are appropriate to their assessed needs and priorities.
- Implement, monitor and evaluate planned occupational therapy intervention(s).
- Identify the sensory, motor, learning and functional needs, as well as aids and appliances, environmental and assistive technology needs of the adults ensuring that they are appropriately recommended in line with current policy.
- Ensure that health and safety systems are considered a priority in all aspects of care, especially with regards to safe moving and handling, safe use of equipment, safe transport.

- Work as part of the staff team to develop and deliver programs to support Service Owners to reach their goals in the area of AT, Communication and community integration

Professional Reasoning:

- Demonstrate a logical and systematic approach to problem solving and decision making.
- Engage in clinical reasoning based on Occupational Therapy practice and supporting evidence
- Demonstrate reflective practice and ongoing evaluation of professional competence and needs.
- Critically evaluate the impact of contemporary issues relating to the profession.
- Identify current and future development needs for Occupational Therapy to meet the varied and complex needs of the Service Owners, families and the wider community.

Manage a Caseload:

- Apply and develop caseload management procedures including prioritization.
- Allocate responsibilities to support personnel and students.
- Recognise the personal and professional competencies of assigned staff and students when allocating caseload responsibilities.
- Co-ordinate interventions with other members of the team and with other agencies to ensure an optimum service are provided for all Service Owners.
- Evaluate Service Owner's assistive technology/equipment needs, prioritise and manage as appropriate.
- Evaluate effectiveness of current caseload management procedures in collaboration with the OT team.
- Keep up to date with relevant record keeping.

Judgement & Evaluation

- Demonstrates a logical and systematic approach to problem solving and decision-making.
- Thinks ahead to the consequences of decisions, and considers precedence to ensure consistency.
- Recognises potential risks and risk situations and acts accordingly in conjunction with Enable Ireland policies.
- Establishes integrity by ensuring that the professional, ethical and safety factors are fully considered in decisions into which they have an input.
- Makes decisions in a transparent manner by involving and empowering others where appropriate and will explain the rationale behind decisions.
- Recognises when it is appropriate to refer decisions to a higher level of authority or to include other colleagues in the decision making process.

Professional Development and Standards in the Service

- Demonstrates sufficient clinical skills in occupational therapy assessment and intervention to meet the specific needs of the Service Owners.
- Applies skilled clinical reasoning throughout the assessment, planning, intervention and review process.
- Respects confidentiality and exercises a professional duty of care to Service Owners.
- Is adequately aware of policy, legislative and professional requirements to ensure appropriate standards in area of responsibility.
- Ensures that all records and technical data are up to date and available if required.
- Takes initiatives to move the service forward and shows willingness to try out new ideas that add service delivery value.
- Ensures strict compliance with health and safety standards and adheres to operational

guidelines ensuring equipment is checked and working correctly in accordance with safety standards.

- Ensures that professional standards are adhered to for the occupational therapy service provided.
- Monitors and keeps up-to-date with developments in occupational therapy, New Directions, and other relevant programmes and standards.
- Contributes to the ongoing development and implementation of Enable Ireland quality assurance initiatives in line with the European Foundation for Quality Management (EFQM), as adopted by Enable Ireland.
- Maintains and develops personal and professional competencies through ongoing learning, maintaining personal record of CPD.
- Demonstrates awareness of personal strengths and limitations.
- Engages in supervision and utilise/ access professional support.
- Represents the role across the CHO area in a competent and confident manner.

Team Working

- Works collaboratively with Adult Services team members clinical and non-clinical and with Service Owners in the operation of the service and in relevant decision making.
- Understands the complexity of working in a team and team dynamics.
- Understands and facilitates inter/trans-disciplinary team working.
- Participate in training and developmental opportunities as identified and agreed.
- Supports and contributes to research initiatives as required.

Building & Maintaining Working Relationships / Communication & interpersonal skills

- Gets a message across clearly and persuasively in a variety of different media (oral, written and electronic).
- Makes a compelling case to positively influence the thinking of others.
- Demonstrates strong listening and sensing skills.
- Work in partnership with a range of relevant stakeholders.
- Demonstrate excellent communication and interpersonal skills (oral and written).
- Have the ability to handle sensitive and confidential information.
- Ability to relate sensitively and positively to adults with a disability and their families/carers.

This description is not restrictive and the post holder may be required to carry out other duties as requested by the Director of Services, Director of Nursing and Adult Services Manager. The post holder may be redeployed to other Enable Ireland adult service units within the Cork area when required.

To minimise exposure to breaches of GDPR, strict compliance is required in the course of carrying out the duties of this job and working with others. This will include but is not limited to compliance with Enable Ireland's suite of GDPR Policies & Procedures, attending all GDPR Training sessions and ensuring personal responsibility for implementing safeguards and measures as directed.

Terms & Conditions

- Responsible to:** Adult Services Manager or Designate
- Probation:** A probationary period of 6 months applies, wherein three probationary meetings will take place to review your performance and suitability for appointment. The company reserves the right to extend the probationary period on an exceptional basis if it is deemed that the extension would be your interest. In any case, this will not exceed a period of 9 months. The probationary period may also be extended to facilitate statutory leave.
- Salary:** The current salary scale for this post is €39,993 to €53,279 pro rata per annum. **“This pay scale is subject to increases 2024 in accordance with the recent WRC interim agreement (Ref CAM-100101-22) towards enhanced pay adjustments in Section 39 organisations”.**
- Annual leave:** Annual leave entitlement is 32 days pro rata per annum and proportionately less for less than 12 months service.
- Pension scheme:** Enable Ireland operates a contributory pension scheme which all staff may join on earlier of 1st July or 1st January following start date
- Medical:** The successful candidate will be required to undergo a medical assessment.
- Garda Clearance/
Police Clearance:** These will be required for all prospective staff who undertake relevant work or activities relating to children or vulnerable persons.
- Sick Pay:
(If applicable)** All periods of sickness exceeding two days must be medically certified. Weekly medical certificates are required thereafter. The Company reserves the right to have you examined by its own Doctor after 3 months continuous sick leave. Upon completion of 6 months continuous service with the Company sick pay will be as follows: Full pay less social welfare for the first 13 weeks of sickness in any 12 month rolling period and half pay less social welfare for a further (13) weeks of sickness absence in the same 12 month rolling period
- Redeployment:** In exceptional circumstances the organisation reserves the right to redeploy you to an alternative role that is suitable to your skills and experience.