



JOB DESCRIPTION

Job Title and Grade	Senior Occupational Therapist CDNT
Location of Post	Based in CRC Lead Agency Children's Disability Network Team
Details of Service	<p>Service Overview</p> <p>The CRC Children's Disability Network Teams (CDNT) will be providing intervention to children from the age of 0-18 years, presenting with complex developmental needs requiring inter-disciplinary intervention. Our services are based upon a Family Centered Practice Model in line with the Progressing Disability Services. CRC CDNTs are based in Clontarf, Swords and Balbriggan.</p>
Reporting Relationship:	The post holder will have a reporting relationship to the Children's Disability Network Manager (CDNM). The CDNM will provide clinical assurance regarding professional supervision with support from the Occupational Therapy Manager.
Key Working Relationships:	<p>The post holder will:</p> <ul style="list-style-type: none"> • Work as part of the inter-disciplinary children's disability network team. • Liaise with the Occupational Therapy Manager or appointed Professional Clinical Supervisor. • Engage in the process of reconfiguration under Progressing Children's Disability Services national policy. • Work closely with CRC management, CDNT manager to ensure coordinated and integrated service provision. • Liaise with and build good working relationships with therapists from relevant Children's Disability Network Teams (CDNTs), Primary Care teams (PCTs) and other specialist service teams involved in services.
Person specification	<p>The Senior Occupational Therapist will be expected to manage a workload of clients ranging in age from 0- 18 years, working closely with families and other Interdisciplinary team members in relation to goals and individual family service plans, to assist each individual child to achieve optimum and family centred practice outcomes.</p> <ul style="list-style-type: none"> • Effective communication (oral and written) and interpersonal skills • Effective caseload management skills • Good time management skills

	<ul style="list-style-type: none"> • Ability to plan and provide appropriate care and/or advice that is client and family centred and within the framework of the National policy on PDS • Ability to work independently with good problem-solving skills • Ability to provide high quality written reports in a timely manner and do follow up admin • Be ICT competent having experience in the use of MS Word, Excel and PowerPoint along with other desktop software • Understand and be able to implement risk assessment for splinting/casting, equipment provision, as well as non-provision of service • Able for and committed to working in partnership with children/families/other agencies and understanding important transition stages in life for children and families • Ability to develop and deliver training to parents, young adults peers and relevant interdisciplinary team members • Ability to support, supervise and mentor staff in relevant skill and knowledge. • Demonstrate knowledge of typical and atypical development, and specifically the impact of a disability on a child’s motor and functional development with implications for participation. • Have the responsibilities of a Mandated Person as outlined in the Child Care Act 2015.
Professional Duties & Responsibilities	Clinical <ul style="list-style-type: none"> • Manage a clinical workload within the context of an interdisciplinary team, and be responsible for the assessment, planning, implementation and evaluation of treatment programmes for individual children and also various therapy groups, and universal training • Assess the occupational performance needs of the client within the context of their family, home, school and community life • Demonstrate sound clinical reasoning and knowledge when completing interventions with clients with neuro-disabilities; inclusive of developmental and play based assessments, upper limb assessment and intervention, FEDS – feeding, eating, drinking and swallowing difficulties, and postural management needs for supporting equipment to facilitate ADL independence • Apply group facilitation skills when working with a variety of clients • Effectively prioritise daily workload demands both with local cases and workload and within the wider demands of the role • Ensure all therapy practice adheres to current standards, protocols and professional competencies

	<ul style="list-style-type: none"> • Maintain professional requirements in accordance with CORU registration <p>Service Development</p> <ul style="list-style-type: none"> • Identify and develop quality improvement initiatives within assigned areas of CDNT in liaison with the CDNM and OT Manager • Participate in planning and development of Occupational Therapy practice within the CRC CDNT in line with evidenced based practice • Participate in continuing professional development, in-service training, presentations, attending courses relevant to practice, sharing of knowledge base and skills as agreed by the CDNM • Maintain own professional development and competency <p>Education, Research and Supervision</p> <ul style="list-style-type: none"> • Provide education and support to therapy colleagues, wider interdisciplinary team, clients and families both internally and externally to the organisation • Initiate and/or participate in research and keep up to date with current best practices and developments in Occupational Therapy • Develop service quality assurance systems through outcome studies and programme evaluation • Actively engage and support the supervision of peers, staff grades, therapy assistants, and with students on clinical placement and/or volunteers • Engage in support and supervision <p>Teamwork</p> <ul style="list-style-type: none"> • Demonstrate professional communication skills both verbal and written • Demonstrate a commitment and ability to work as part of a team within the CDNT, between the various departments within the wider organisation and with colleagues in external agencies • Promote and maintain open communication within CDNT, wider OT department and with other staff • Consult and liaise with clients, families, carers, community services in accordance with professional standards and in client and family centred practice focused manner • To advise CDNM about training needs of junior staff and assist in that training as appropriate and requested • Participation (presentation and /or attend) in conferences/study days/in-service training as required. • Keep professionally up to date by means of adequate post registration education
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Administrative Duties:

- Document all assessments, treatment plans, progress notes, reports and discharge summaries in accordance with service and professional standards in a confidential manner
- Input a daily record of clinical activity on the Clinical Manager system. Maintain accurate and up to date clinical records as required and as per service guidelines.
- Participate in the annual service audit as required
- Responsible for organisation, maintenance and ordering of equipment and materials used in treatment and assessment
- Assist the CDNM with the management of occupational therapy services as appropriate/requested
- Liaise with CDNM to ensure effective and efficient organisation of the interdisciplinary team
- Identify opportunities to improve occupational therapy services in order to provide the best possible client care within available resources.

Providing a Quality Service

- Ensure that professional standards are met and that a quality and equitable service is provided at all times
- Appropriate communication with colleagues in network teams as required.
- Assist in the development, and be responsible for the day-to-day running and evaluation of the CDNT
- Developing and initiating new intervention guidelines in collaboration with the team and other stakeholders as required.
- Review and allocate resources within the designated area, in collaboration with the CDNM and relevant other.
- Promote quality by reviewing and evaluating the service regularly, identifying changing needs and opportunities to improve services, in collaboration with line manager and relevant others
- Promote good team working and a culture that values diversity within the Service and relevant teams
- Participate in the management of stock and equipment
- Engage in IT developments within the organisation and the Irish Health Service.
- Implementing and staying up to date with policies and procedures within service area and organisation
- Promoting and maintaining health and safety in the workplace

	<p><u>Health & Safety:</u></p> <ul style="list-style-type: none"> • Promote a safe working environment in accordance with Health and Safety legislation • Be aware of and implement agreed policies, procedures and safe professional practice by adhering to relevant legislation, regulations and standards • Actively participate in risk management issues, identify risks and take responsibility for appropriate action • Report any adverse incidents in accordance with organisational guidelines • Comply with service policies and procedures, relevant legislation and Medical Device Directives with regard to assessment, recommendation and/or manufacturing of all assistive devices, splints, cast <p><u>Other:</u></p> <ul style="list-style-type: none"> • To undertake any other duties appropriate to the role of the Senior Occupational Therapist as may be required from time to time. <p>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. It will be reviewed and assessed on an ongoing basis. CRC is presently actively engaged in the reconfiguration of services in line with Progressing Disability Services and this post will be based on the Children’s Disability Network Team within the CHO 7 area.</p>
Terms and Conditions	<p>Pay Scale: Department of Health Salary Scale</p> <p>Hours of Work: 37 hours/ week</p>
Skills and Competencies	<p>The candidate must demonstrate :</p> <p><u>Communication and Interpersonal Skills</u></p> <p><u>Professional Knowledge</u></p> <p><u>Teamwork</u></p> <p><u>Planning</u></p> <p><u>Judgement</u></p> <p><u>Staff Management</u></p> <p><u>Technical Expertise</u></p>

