

Senior Occupational Therapist (Disabled Facilities Grant Lead)

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Job Description

Job Title Senior Occupational Therapist (Disabled Facilities Grant Lead)

Location Reading

Grade/Salary Range RGSW7 - spine points 33 to 36

Service/Directorate Directorate of Economic Growth and Neighbourhood Services

Job Purpose

The post holder is responsible for leading with provision of DFGs in the private sector, joint working to continue to develop the maximum use of housing resources in relation to older people, disabled children and adults.

To ensure the provision of an efficient and effective service delivered in line with national agreed standards, guidance, policy and procedures.

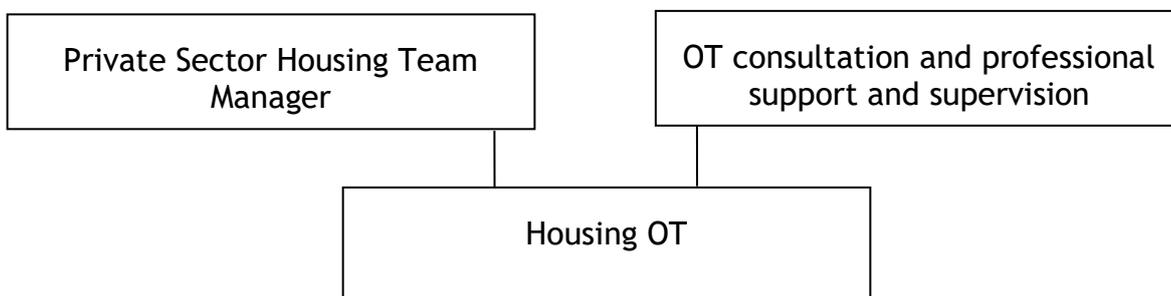
To assist in facilitating a high standard of OT to meet the needs of older and disabled people in line with housing policies, procedures and strategy.

To support and assess individual's social care and housing needs with the aim of promoting independence and protection and to contribute to the meeting of these needs.

To develop the service and act as an OT consultant on adaptations, property conversions and the development of new build properties.

To support Management Team with shaping future policies.

Designation of Post and Position within Departmental Structure



Communication and key working relationships

With housing colleagues, external housing agencies and the voluntary sector.

Registered providers of housing.

Service users and their carers.

The Occupational Therapy service with Occupational Therapy staff throughout the team, acting as a consultant for DFG matters.

With other relevant statutory organisations such as the Fire Service and NHS.

Main Duties and Responsibilities

1. To undertake complex DFG needs led assessments and reviews of service users and carers housing needs, demonstrating a commitment to the safeguarding of vulnerable adults from abuse, leading on relevant procedures where appropriate.
2. To ensure that service users and carers are involved in decision making concerning DFG assessments/ reviews, to meet their needs.
3. To carry a caseload of DFG cases and provide advice and advocacy, according to professional expertise and experience for service users and carers, as appropriate to their needs.
4. To work effectively as a member of a group and team and to contribute to multi-disciplinary working and the development of the service.
5. To work with the Technical Officer and other members of the PSH team to facilitate DFG's in a timely manner.
6. To liaise and negotiate with other teams/agencies such as Brokerage/CPT, GPs, community nurses, housing and voluntary agencies in the best interests of the service user.
7. To contribute to, and chair as necessary, meetings to plan and review DFG interventions with regarding to housing.
8. To operate within statutory requirements and Reading Borough Council's policies and procedures.
9. To maintain high quality, detailed evidence-based records and reports to benefit service users and carers.
10. To provide training, professional consultation to unqualified staff, students and other professional staff in relation to this role.
11. To make effective use of supervision and consultation provided in order to prioritise and manage work undertaken.
12. To participate in other activities which support and/or promote the development of the service.
13. To maintain and develop professional practice consistent with registration by the Health Professions Council as a social services practitioner.
14. To maintain accurate case records/client information systems and to fulfil departmental procedures and statutory duties.

15. To ensure that information required by other professionals is maintained and shared within relevant timescales where appropriate.
16. To work at council sites across the Borough as required to meet the needs of the service.
17. To deliver adaptation & legislation specific training/updates across housing and social care teams.
18. To respond to 'emergency' referrals e.g. hospital discharge
19. To work with Council departments and developers to ensure new build properties are to a 'disabled' specification- including specialist housing for learning disability/mental health users.
20. To lead on responses to adaptation specific complaints: respond in writing to councillor/MP/resident complaints relating to DFG/adaptation issues.
21. To monitor and report specific needs which cannot be met through non-availability of services or inadequate budgetary provision.
22. To network with housing providers and promote partnership working.
23. To take a lead role in activities which support and/or promote the development of the service.
24. To disseminate good practice to the team and draw from theory, research and development with a clear understanding of evidence-based practice.
25. Provide supervision for the induction and training of students on fieldwork practice placements.
26. To maintain continuous professional development in accordance with the standards set by the governing body and work within HPCP OT Standards of proficiency.
27. To provide training, supervision or line management to Occupational Therapists or support staff.
28. To be a member of specialist housing section (COT) and disseminate good practice and legal updates related to housing.
29. To undertake such duties appropriate to the nature of the post as may be required.

Special/Other Requirements/Responsibilities of this Post

Level of DBS check required for this post Enhanced with a check of the barring list(s)

If *, does the post require a check against the list of people barred from working with vulnerable adults? YES

If *, does the post require a check against the list of people barred from working with YES

children?

<i>What other security/safer recruitment clearances are required for this post? (excluding standard identity/work permit/education qualification checks)</i>	N/A
<i>Is this post “politically restricted”?</i>	NO
<i>Responsibility for Health & Safety:</i>	LEVEL 1
<i>Please specify responsibility for implementing the Council’s risk management strategy as it applies to the service, ensuring risks to service delivery and specific projects or initiatives are recognised and that actions are taken and monitored to mitigate risks identified</i>	Occupational Therapists have a responsibility to carry out risk assessments, identify and implement risk management plans for people at risk.
<i>Please specify any other Statutory Duties and/or responsibilities of this post not already covered in the “Main Duties & Responsibilities” above</i>	N/A

Person Specification

Qualifications/Education/Training

1. Professional Occupational Therapy qualification.
2. Advanced knowledge and understanding of legislation relevant to Social Care.
3. Commitment to ongoing training and professional development, and to obtaining the relevant post qualifying training.
4. Registration with the Health Professions Council.
5. Advanced knowledge of evidenced based research and relevance to practice

Experience

1. Substantial knowledge of/ or relevant experience in the social care field.
2. Substantial experience of working with professionals from other agencies.
3. Experience of carrying out assessments and visiting users and carers.
4. Extensive experience of complex DFG's.
5. 3 years post qualifying experience in a statutory relevant environment as the case holder for a range of complex cases in housing.
6. Service development and project work.

Skills, Abilities & Competencies

1. Skills in time and workload management.
2. Clear oral and written communication skills.
3. Proven commitment to, and experience in, implementing equal opportunities as a provider of services to the public.
4. Skills in engaging with service users and their carers achieve goals and positive outcomes.
5. Skills in assessment and analysing complex information to achieve positive outcomes for service users and carers.
6. Ability to work effectively as a team member.
7. Ability to work independently and to seek advice when necessary.
8. Ability to work within the legislative framework, policies and procedures of statutory organisation.

9. Competent IT skills in the use of Microsoft Office (Outlook, Word, Excel and PowerPoint) and ability to access and maintain electronic social care records.
10. Uses analytical, creative and developmental skills to analyse and interpret varied and complex information or situations
11. Produces solutions or strategies to achieve positive outcomes and long-term objectives for service users.
12. Exercises very highly developed skills in engaging service users who have an exceptionally demanding range of needs/behaviours.
13. Highly developed skills in relation to influencing, advocacy and negotiating.
14. Ability to convey wide ranging, complex and contentious information to a range of audiences including colleagues in other agencies and members of the public.
15. Ability to use research in order to contribute to the professional development of individuals/groups of staff.
16. Ability to act as a consultant to colleagues on complex cases.
17. Ability to engage in multi-agency/strategic development work
18. Ability to use supervision for consultation and feedback regarding any areas of delegated authority
19. Ability to lead, support, coach, organise and motivate staff in all aspects of their work
20. Ability to take and promote a person-centred approach to working with service users
21. Ability to network across organisational boundaries in support of individual clients.
22. Ability to assist with research and evaluation of service delivery.
23. Ability to work within the legislative framework and policies and procedures of a statutory organisation

Specific Working Requirements

1. A willingness to work outside office hours on an occasional basis in order to respond to specific service requirements.
2. Required to work at any council site across the Borough to meet the needs of the service.
3. Ability to lone working and follow lone working guidelines.