

## **MAUDSLEY HEALTH JOB DESCRIPTION**

### **1. JOB DETAILS**

Post Title:	Occupational Therapist
Band:	Equivalent to Agenda for Change Band 6
Hours:	42.5 (to include evening clinics and weekends)
Department/Ward:	Maudsley Health CAMHS
Reports to:	Team CAMHS, Consultant, Maudsley Health
Accountable to:	Under review, Maudsley Health
Location:	Maudsley Health, Abu Dhabi

### **2. JOB PURPOSE**

- To manage a caseload of children and adolescents with complex needs, using evidence based, patient centered principles to assess, plan, implement and evaluate interventions.
- To participate in the planning, development and evaluation of OT MDT services; coordinating the therapeutic programme and defined projects, in agreement with senior team members.
- To carry out multi-disciplinary team activities as identified.
- To work collaboratively with CAMHS colleagues to deliver a service enabling the effective management of young people within the service as agreed with the senior staff.
- To work as part of a team to achieve positive clinical outcomes for children, young people and their families and ensure these are evidenced by performance indicators such as activity data, targets and quality measures.
- To work in partnership with other agencies involved with the young person and their family / carers to support integrated practice and service delivery.
- To provide leadership for other staff and students as agreed, through supervision and appraisal as required.

The post holder will work as part of a multi-disciplinary team working with children, young people and families referred to the service. They will be expected to contribute to delivering a high quality innovative service for children and adolescents using research and good practice guidelines. Experience of working with children and young people with a diagnosis of ASD or ADHD would be beneficial to this post

### **3. FACTS AND FIGURES**

#### **MAUDSLEY HEALTH**

South London and Maudsley NHS Foundation Trust has set up Maudsley Health, Abu Dhabi, to develop services in the Middle East, in conjunction with Macani. Ambitious development plans are in the process of being developed and the service will grow

geographically and clinically in a planned way.

The service in Abu Dhabi provides the highest quality evidence-based assessment and treatment services. The Core Clinical Team is permanently based in Abu Dhabi with additional specialist input from visiting specialist teams and individuals. Access to all the SLaM highly specialist CAMHs services is available in the UK. Staff training and development is expected to take place both in Abu Dhabi and at the Maudsley Hospital's key clinical sites.

#### **THE SOUTH LONDON AND MAUDSLEY NHS FOUNDATION TRUST**

The South London and Maudsley NHS Foundation Trust is part of King's Health Partners Academic Health Sciences Centre (AHSC), which includes seven hospitals and over 150 community-based services. It is responsible for seeing 2 million patients each year, has 25,000 employees and 19,500 students, and a £2 billion annual turnover. It brings together the best of basic and translational research, clinical excellence and world-class teaching to deliver ground breaking advances in physical and mental healthcare. See [www.kingshealthpartners.org](http://www.kingshealthpartners.org)

The South London and Maudsley NHS Foundation Trust is committed to innovation, effective interventions and improved service user outcomes. The Trust has a broad range of staff in all disciplines with the widest range of skills and interests that provides many opportunities for new consultants to thrive and develop. It provides mental health and substance misuse services to the people of Lambeth, Southwark, Lewisham and Croydon, as well as substance misuse services for people in Bexley, Greenwich and Bromley. We also provide specialist services to people from across the UK. In addition, the services are provided internationally, including in the Middle East.

The Trust has close links in education and research with the Institute of Psychiatry and Guy's, King's and St Thomas' School of Medicine, both of which are part of King's College London. This close collaboration involves working to ensure that developments and research feed directly into clinical practice. It's academic links with King's College, London, which also include the Nightingale Institute and South Bank University, enables us to ensure that our health care staff receive high quality clinical training at both pre-qualification (or registration) stage and in specialist skills (post qualification).

The Trust is committed to managing and developing a range of mental health services, working closely with users and carers; Specialist Commissioning Groups; our partner local authorities; Clinical Commissioning Groups and NHS Trusts. Services are primarily focused on people with severe and enduring mental illness. In addition, it promotes good mental health, early intervention to prevent more serious problems and provides support to primary care in dealing with people with less severe problems.

The Trust has a strong community focus and our services are provided in a wide range of settings including people's own homes, GP practices, day centres, residential and nursing homes, prisons and hospitals. The Trust's core value states that 'everything we do is to improve the experience of people using our services and to promote mental health and wellbeing for all'.

The Executive Directors of the Trust include Dr Matthew Patrick, Chief Executive Officer; Dr Michael Holland, Medical Director; Gus Heafield, Chief Finance Officer; Beverley Murphy, Executive Director of Nursing; Kristin Dominy, Chief Operating Officer and Altaf Kara, Director of Strategy and Commercial. Executive Directors not represented on the

Board include the Director of HR and the CAG Directors.

## **INSTITUTE OF PSYCHIATRY, PSYCHOLOGY AND NEUROSCIENCES**

The Institute of Psychiatry is a postgraduate Medical School of the King's College London. It carries out an extensive programme of teaching and research in basic, behavioural and social sciences. The three complementary roles of the Institute of Psychiatry are: to offer advanced university training for psychiatrists, psychologists, neurologists and other scientific and paramedical workers; to pioneer research into new and improved ways of understanding and treating mental illness and brain disease; and to assist with the provision of high standards of treatment and care to the patients of South London and Maudsley Hospital Trust and other hospitals with which the Institute is associated.

GKT Medical and Dental Schools are both undergraduate and postgraduate Schools of King's College London. The academic departments of both institutions have recently merged to form a single department based within the Institute of Psychiatry structure, but combining the responsibilities held by each department. The combined University Department of Child Psychiatry, along with the Social, Genetic and Developmental Psychiatry Research Centre, based at the Institute of Psychiatry, constitutes the country's major grouping of researchers in the field of developmental psychopathology. There is extensive collaboration with other research groups both within the Institute and elsewhere in the UK and abroad. There is an active programme of research seminars and discussions.

## **SLAM & THE CHILD AND ADOLESCENT CLINICAL ACADEMIC GROUP (CAG)**

The Child and Adolescent Mental Health Services (CAMHS) are managed within a single structure, the CAMHS Clinical Academic Group, with the Service Director, Jo Fletcher, Academic Lead Professor Emily Simonoff and Clinical Director, Dr Bruce Clark as CAG co-leads with Kings Health Partners. Each service within the CAG has a Lead Clinician and Service Manager.

South London and Maudsley NHS Trust has the most comprehensive child and adolescent mental health service in the country. The Child and Adolescent Mental Health Service Clinical Academic Group operates across the Trust and has a budget of circa £40 million. The CAG provides local child and adolescent mental health services in the London Boroughs of Lambeth, Southwark, Lewisham and Croydon as well as a National and Specialist outpatient services and five inpatient wards, including inpatient and adolescent intensive community liaison services in Kent

The CAMHS CAG provides mental health services for children and young people with emotional, behavioural, psychiatric and neurodevelopmental problems. Our services cover a range of inpatient, outpatient and community-based resources delivering care to local and national patients. We aim to utilise the skills, experience and commitment of our clinicians to provide first class, effective, safe and innovative care in community borough based and national and specialist inpatient, outpatient and day patient multidisciplinary teams.

#### 4. WORKING RELATIONSHIPS

Daily	Weekly/Monthly	As necessary
<ul style="list-style-type: none"> <li>• Multidisciplinary Team</li> <li>• Consultant staff</li> <li>• Administration staff</li> <li>• Professionals and other agencies working with service users</li> </ul>	<ul style="list-style-type: none"> <li>• Head OT</li> <li>• Lead Clinician</li> <li>• Clinic Manager</li> <li>• Supervisor</li> </ul>	<ul style="list-style-type: none"> <li>• South London and Maudsley NHS Foundation Trust Staff</li> <li>• Members of relevant professional networks</li> <li>• Researchers/Educators</li> <li>• Trainers</li> <li>• Clinical Director</li> <li>• Managing Director</li> <li>• Chief Medical Officer</li> </ul>

#### 5. KEY RESPONSIBILITIES

##### 1. Clinical

- 1.1. To select and apply occupational therapy assessments appropriate for children and adolescents addressing occupational performance and skill deficits, enabling the client in areas of self-maintenance, productivity and leisure.
- 1.2. To work with service users to identify OT goals as part of the overall care plan.
- 1.3. To work as part of the multi-disciplinary team within the relevant local frameworks.
- 1.4. To plan and implement individual and/or group interventions, in collaboration with the client, using graded activity to achieve therapeutic goals.
- 1.5. To work with carers and undertake carers assessments as appropriate.
- 1.6. To monitor, evaluate and modify treatment for service users with multiple needs in order to measure progress and ensure effectiveness of intervention.
- 1.7. To demonstrate and apply a broad level of understanding of the effect of disability and recommend adaptations to the client's physical and social environment.
- 1.8. To be responsible for managing a complex caseload of clients as agreed with senior staff where appropriate.
- 1.9. To assess occupational / vocational needs of a defined client group.
- 1.10. To undertake risk assessments and risk management plans as appropriate.
- 1.11. To respond appropriately and professionally to emotionally distressing situations (e.g. challenging behaviour) and to support others involved in such situations.
- 1.12. Provide clinical training and supervision as appropriate, in line with service need as agreed with senior management.

##### 2. Communication

- 2.1. To demonstrate an effective range of communication skills with users and carers, team members, OT colleagues and external agencies.
- 2.2. To effectively work as a member of the multi-disciplinary team and implement core decisions with regard to service users care programmes.
- 2.3. To actively support and educate service users and carers regarding aspects of Occupational Therapy provision.

##### 3. Documentation

- 3.1. Maintain appropriate, up-to-date, written and electronic records and activity data in accordance with Professional and Service standards
- 3.2. Participate in departmental and corporate administration through collection and completion of statistics.
- 3.3. Provide specialist OT / other reports as required.

**4. Leadership, supervision and appraisal**

- 4.1. To review, reflect and change own practice through effective use of professional and operational supervision and appraisal.
- 4.2. As required, undertake the supervision and appraisal of other staff as delegated by a senior member of staff.
- 4.3. To demonstrate clinical leadership skills through the management of dedicated projects, in agreement with senior management.

**5. Training staff and students**

- 5.1. To demonstrate the ability to initiate, plan and implement the induction, training and education of students and other staff.
- 5.2. To regularly be responsible for the supervision and written assessment of OT students on practice placement within the service.

**6. Professional ethics and development**

- 6.1. To comply with the COT code of ethics and Professional Conduct and national and local procedures and guidelines.
- 6.2. To respect the individuality, values, cultural and religious diversity of clients and contribute to the provision of a service sensitive to those needs.
- 6.3. To demonstrate the ability to reflect on complex ethical issues.
- 6.4. Demonstrate an ability to apply increasingly complex skills and knowledge commensurate with establishing higher level professional practice.
- 6.5. Demonstrate on-going personal development through participation in internal and external development opportunities, recording learning outcomes through maintaining and developing a professional portfolio for CPD.
- 6.6. To participate in regular clinical and professional supervision.

**7. Service Development and delivery**

- 7.1. To actively participate in and be responsible for relevant planning, evaluation and audit of practice, clinical pathways and protocols within service area and corporate OT as required.
- 7.2. To participate in local OT service development under the supervision of senior OT staff / in conjunction with senior staff.
- 7.3. To participate in reviews of the service as requested.

**8. Clinical Governance and Quality Standards**

- 8.1. To contribute to the service Clinical Governance activities and quality agenda
- 8.2. Demonstrate an understanding and application of appropriate guidance and legislation relating to health and social care in Mental Health service provision.

**9. Line Management, staff and budgets**

- 9.1. To exercise good time management, punctuality and consistent, reliable attendance.
- 9.2. Co-ordinate day-to-day activities of junior staff, and volunteer staff where applicable.

**10. Research and practice development**

- 10.1. Demonstrate the ability to evaluate current research, apply it to practice and disseminate findings at a local level.

- 10.2. To engage in audit and research through involvement in local projects, as agreed.

## **OTHER INFORMATION**

### **Confidentiality**

Confidentiality/data protection regarding all personal information and service activity must be maintained at all times (both in and out of working hours) in accordance with professional codes of conduct and relevant legislation such as the Data Protection Act. The post holder should ensure that they are familiar with and adhere to all Trust Information governance policies and procedures. Any breach of confidentiality will be taken seriously and appropriate disciplinary action may be taken.

### **Equal Opportunities**

Promote the concepts of equality of opportunity and managing diversity service wide.

### **Health and Safety**

Employees must be aware of the responsibilities placed upon, paying due regard to health and safety in the workplace and management of risk to maintain a safe working environment for service users, visitors and employees.

### **Infection Prevention and Control**

Employees must be aware of their responsibilities to protect service users, visitors and employees against the risks of acquiring health care associated infections, in accordance with Trust policy.

### **Professional standards and performance review**

Maintain consistently high professional standards and act in accordance with the relevant professional code of conduct. Employees are expected to participate in the performance review process.

### **Service/Department standards**

Support the development of performance standards within the Service/Department to ensure the service is responsive to and meeting the needs of its service users.

### **Finance**

All staff will comply with the financial processes and procedures.

### **Safeguarding Children**

Employees must be aware of the responsibilities placed on them under the Children Act 1989, 2004.

### **Code of Conduct**

The post holder is required to adhere to the standards of conduct expected of their registration professional body and to adhere to local policies and expectations.

This job description will be subject to regular review and adjustment.

## **SUMMARY**

This job description is an outline of the key tasks and responsibilities of the post and

the post holder may be required to undertake additional duties appropriate to the pay band. The post may change over time to reflect the developing needs of the Trust and its services, as well as the personal development of the post holder.

## PERSON SPECIFICATION

### Occupational Therapist

	Essential / Desirable	How tested
<b>Training, qualifications and registration</b>		
Registered Occupational Therapist	E	A
Post-graduate training relevant to Mental Health	E	A
Post-registration qualification	D	A
Post-graduate training	D	A / I
Membership of OT professional body and / or special interest group	D	A
<b>Experience</b>		
Clinical post registration experience as an OT	E	A / I
Working in groups / Extensive clinical experience including individual and group work	E	A / I
Working with young people with mental health needs (pre or post qualification)	D	A / I
Advising and supporting / supervising junior staff and students	E	A / I
Experience of audit, research and clinical governance procedures and their application in practice	E	A / I
Practice Placement Educators course	D	A / I
Experience of working in a multi-cultural environment	D	A / I
Experience of working with people with challenging behaviours	E	A / I
Experience of specialist Mental Health settings	E	A / I
Leadership and first line management experience	D	A / I
<b>Knowledge and skills</b>		
High level understanding of Mental Health disorders and treatment models	E	A / I
Detailed knowledge of legislation relevant to Mental health and children / young people	E	I
Working knowledge of the principles of CPA (Care Programme Approach)	E	A / I
Applied knowledge of the principles of risk assessment and risk management	E	I
Experience of planning and co-ordinating treatment	E	A / I
Specialist knowledge and application of OT assessments and interventions and outcome measures, relevant to client group	E	A / I
Understanding of the importance of service user involvement	E	I
Demonstrate commitment to patient centred practice	E	A / I

Skills in applying evidence-based practice	E	I
Understanding of OT professional code of conduct and OT core skills and their application in practice	E	I
High level Groupwork skills	E	A / I
Skills in understanding the dynamics of a team and have the ability to work effectively within that	E	A / I
Ability to build effective working relationships	E	I
Ability to manage own workload / work autonomously and determine / set own priorities	E	I
Supervisory / appraisal skills	E	I
Ability to reflect and critically appraise own performance	E	A / I
Ability to organise and respond efficiently to complex information	E	A / I
Ability to analyse professional and ethical issues	E	I
Ability to work effectively and flexibly, taking account of cultural diversity.	E	I
High level verbal and written communication skills	E	A / I
Computer literate	E	A / I
Training and facilitation skills	D	I
<b>Other</b>		
Ability to work flexibly including regular commitment to evening work / weekends within the overall job plan.	E	I
Ability to deliver intervention in Arabic	D	A / I
Commitment to student supervision	E	A / I
Commitment to lifelong learning	E	A / I
Open to new ideas and awareness of general issues that might have relevance to service users involvement	E	I