

## **Occupational Therapy Associate Practitioner (OTAP) - Adult Social Care Community Occupational Therapy Service**

**Salary:** Band 7, £32,061 - £36,363 per annum.

37 hours per week.

**Location:** Civic Offices, Guildhall Square, Portsmouth.

### **The Service**

The Adult Social Care Community Occupational Therapy Service works across the city of Portsmouth with people of all ages who may have a physical, mental or social impairment. We aim to optimise a persons' functional independence and quality of life enabling them to participate in activities that are important to them.

### **What is the role?**

Primarily working with disabled people and their carers in their own homes, you will assist in the delivery of Occupational Therapy services to the residents of Portsmouth by carrying out strength-based assessments under the direction of an Occupational Therapist identifying outcomes and implementing agreed action plans.

Interventions will include recommending adaptations, equipment provision, making recommendations for rehousing, recommending rehabilitation programmes and teaching clients new techniques of daily living.

### **Key Responsibilities**

- You will be assessing, advising on, and adapting methods of carrying out daily living activities to support individuals to facilitate choice and control in their lives and enable participation in the community, promoting independent living and wellbeing
- You will have knowledge and understanding of how health conditions and the ageing process impact on the performance of everyday activities.
- You will provide support and advice to clients and their families/carers in their adjustment to disability and long-term conditions
- Supported by a supervising occupational therapist, you will be working independently and be responsible for managing your own caseload and maintaining case records within an environment offering a high level of supervision and support
- You will have knowledge and understanding of how to identify hazards and barriers to independence within the home environment.
- You will know and understand how to identify and recommend a range of standard structural adaptations that reduce/prevent risk or enable a person to perform basic activities of daily living.
- You will understand when the level of complexity requires specialist input from an occupational therapist
- You will be competent in basic moving and handling techniques
- You will participate in the Occupational Therapy intake duty process

- You will recommend and provide assistive technology including equipment and give guidance to clients and carers in its use
- You will gain knowledge and understanding of legislation and local policies that influence the delivery of the occupational therapy service
- You will be responsible for completing risk assessments to ensure that risk in the service is managed effectively and recorded correctly.
- You will understand the importance of safeguarding policy and procedures and integrate and implement these into your work.
- You will collect specified measures for the service and use them to understand and improve interventions with clients
- You will adhere to professional standards relating to all Occupational Therapy staff including meeting the Royal College of Occupational Therapy professional standards and codes of practice for support workers..
- You will maintain accurate and timely client records on client record system

You will be supported to actively undertake continuing professional development to ensure that your skills develop to the highest level.

### **Who is the person:**

You need:

1. To have good literacy and numeracy skills or qualification in Maths & English at GCSE grade A- C or equivalent.
2. An understanding of the role of Occupational Therapy in Adult Social Care.
3. The ability to work with people of all demographics and have experience of working with people who have care and support needs.
4. To be flexible and responsive to changing needs and demands and you must be able to organise and manage your own workload and time effectively.
5. Experience of working (paid or voluntary) with people who have care and support needs.
6. The ability to clearly communicate sensitively to a wide range of people in a wide range of formats.
7. The ability to present information clearly and comprehensively both verbally and in writing.
8. A commitment to ensuring that the client remains at the forefront of all our interventions whilst delivering an effective service.
9. The resilience and adaptability to respond to competing demands and changing priorities.
10. The ability to acknowledge, respect and respond to individual differences and diversity requirements.
11. An ability to work on your own initiative, organise your own workload and work under pressure.
12. The ability to effectively measure outcomes of interventions.
13. The ability to carry out manual handling techniques.
14. Demonstrable IT skills.
15. An understanding of adult safeguarding policy and practice
16. Excellent customer service skills and be a positive representation of the organisation.

17. The ability to converse at ease with customers and provide advice in accurate spoken English is essential for the post
18. The ability to travel around the city and gain access to a variety of venues throughout Portsmouth including client's homes.
19. A commitment to developing your skill set and identifying any learning needs

Portsmouth City Council is committed to safeguarding and promoting the welfare of 'adults at risk' and expects all staff and volunteers to share this commitment. Every post is subject to PCC and Portsmouth Safeguarding Adults Board safer recruitment procedures.

This role requires a Disclosure and Barring Service (DBS) check at Standard/Enhanced level which will be required prior to any offer of employment and this post is exempt from the Rehabilitation of Offenders Act 1974.

You will need to demonstrate that you have the Right to Work in the UK. No post will be offered without it.

### **General Data Protection Regulation (GDPR)**

Portsmouth City Council is the Data Controller of any personal information you provide when applying for a job. It will only be used in connection with the recruitment process and will not be kept for longer than necessary. For more detailed information you can access the Data Protection Privacy Notice on our [careers portal](#).