

## Job Description

<b>Management Grouping:</b>	<b>Adult Social Care &amp; Health</b>
<b>Department:</b>	<b>Bexley's Integrated Health and Social Care Teams</b>
<b>Job title:</b>	<b>Occupational Therapist</b>
<b>Reports to:</b>	<b>Team Manager</b>

### **Bexley's Integrated Health and Social Care Teams:**

Bexley's Integrated Health and Social Care Teams bring together professionals from the London Borough of Bexley and Oxleas NHS Foundation Trust to deliver coordinated, person-centred care. Our multidisciplinary teams work closely with community health services, including our community geriatrician, to support older people and adults with physical and/or mental health needs to live as independently as possible.

We are committed to delivering responsive, strengths-based services that promote independence, reduce reliance on long-term care, and support people to remain within their own homes and communities wherever possible.

There are current opportunities within the following teams:

#### **Integrated Triage Hub (ITH)**

A dynamic, fast-paced front-door service responsible for managing incoming referrals, undertaking proportionate strengths-based assessments, and ensuring individuals are directed to the most appropriate pathway. The team works closely with system partners to provide timely interventions, prevent unnecessary hospital admissions, and support effective care planning across the system.

#### **Reablement Team**

A short-term, intensive service supporting individuals in their own homes following illness, injury, or hospital admission. The focus is on goal-oriented interventions to maximise independence, rebuild confidence, and reduce the need for ongoing care. The team works in a multidisciplinary way to deliver person-centred reablement plans that support recovery and long-term outcomes.

#### **Moving and Handling Team**

A specialist advisory service providing expert guidance on safe moving and handling practice for adults with complex needs. The team undertakes specialist assessments, develops risk-reducing strategies, and provides advice, training, and equipment recommendations to support safe care delivery in both community and residential settings.

The team works closely with Occupational Therapists, Social Workers, health colleagues, and care providers to ensure safe practice, reduce risk of injury, and promote independence wherever possible.

#### **Client Group**

Adults and older people with physical disabilities, dual diagnosis (physical disability and/or mental health needs) residing in the London Borough of Bexley (LBB)

## **Grade**

Bexley 11 (progression to Bexley 13 via annual appraisal or experience on interview)

### **Purpose of Job – Bexley 11**

To deliver high-quality Occupational Therapy services to adults within the London Borough of Bexley, supporting individuals to maximise independence, improve wellbeing, and achieve meaningful outcomes.

To undertake strengths-based assessments, identify needs, and implement effective rehabilitation and reablement interventions in line with current legislation and departmental policies.

To contribute to the continuous development of the service by evaluating practice, supporting innovation, and promoting best practice across the system.

### **Purpose of Job – Bexley 13**

To provide advanced Occupational Therapy support to adults with complex needs, promoting independence and improving quality of life through specialist assessment and intervention.

To take a lead role within an agreed area of practice, supporting service development, professional standards, and the delivery of high-quality, person-centred care.

To contribute to system-wide improvements through leadership, supervision, and collaborative working with internal and external partners.

## **Principal Accountabilities**

### **Clinical Practice**

- Manage a caseload of individuals with a range of functional needs, including complex cases (Bexley 13).
- Undertake strengths-based assessments of individuals and their carers.
- Plan, implement and review rehabilitation and reablement interventions to maximise independence.
- Provide, fit, and evaluate specialist equipment and recommend adaptations to support independence.
- Advise on Disabled Facilities Grants and other funding arrangements.
- Work collaboratively with multidisciplinary teams and external agencies to deliver coordinated care.
- Identify and make appropriate referrals to other services as required.
- Support individuals and carers in managing risks and promoting independence.

### **Teaching, Advisory and Liaison**

- Provide professional advice on disability, rehabilitation, and reablement to colleagues and partner agencies.
- Contribute to training, supervision, and development of staff, including students and support workers.
- Deliver guidance and knowledge sharing across statutory and voluntary organisations.
- Support Occupational Therapy students on practice placement, contributing to their learning experience, development, and understanding of practice within a community setting.

### **Professional and Service Development**

- Maintain accurate, timely, and professional case records and reports.
- Contribute to service improvement through evaluation, audit, and implementation of changes.
- Keep up to date with professional, clinical, and legislative developments.
- Participate in team meetings and contribute to service planning and development.

### **Additional Responsibilities (Bexley 13)**

- Provide professional leadership within an agreed specialist area of practice.
- Support and supervise staff to maintain high standards of practice.
- Deputise for senior staff where required.

- Take a lead role in supervising Occupational Therapy students on practice placement, including designing learning opportunities, providing regular supervision, and assessing and evaluating practice performance in line with placement requirements.

### Professional Requirements

- Undertake ongoing training and professional development.
- Maintain up-to-date knowledge of legislation, guidance, and best practice.
- Contribute to a culture of continuous improvement.

### Safeguarding

All staff have a responsibility for promoting and supporting the Council's safeguarding policies and procedures. You must ensure that your duties are carried out in a way that safeguards and promotes the welfare of service users at all times.

## Person Specification

**Management Grouping:** Adult Social Care & Health

**Department:** Bexley's Integrated Health and Social Care Teams

**Job title:** Occupational Therapist

Selection Criteria	Essential/ Desirable (E/D)	Method of Assessment
<p>(a) <b>Education and Formal Training</b></p> <p>Diploma or Degree in Occupational Therapy from a COT or WFOT approved training establishment</p> <p>Current HCPC Registration</p> <p>Specialist knowledge acquired through further training, short courses and experience at post graduate level</p>	<p>E</p> <p>E</p> <p>E</p>	<p>A/I</p>

<b><u>(b)Relevant Technical Experience and Knowledge</u></b>		<b>A/I/T</b>
Sound clinical experience working with adults and the elderly with physical disabilities and dual physical/mental health disabilities.	E	
Evidence of continuing professional development, post registration education and training	E	
Specialised clinical knowledge and experience of assessment and intervention with adults or elders with physical and/or mental health disabilities	E	
Experience of working within a multidisciplinary service	E	
Knowledge of current legislation and government policy and how it affects the provision of services to adults and elders with disabilities	E	
Experience of supervising other staff and students	D	
Experience in training and educating other professionals & carers	E	
Knowledge of current models of treatment, care and approaches appropriate to working with adults and elders with physical disabilities and dual physical/mental health disabilities	E	
Experience of equipment provision, assessment and commissioning of adaptations for client homes.	E	
Understanding of Equal Opportunities Policies and how it affects staff and service users	E	
Experience of research or audit	D	



## High Performance Indicators

Values	Behaviours for staff	Behaviours for managers
<b>Innovation</b>	<p>I respond flexibly and adapt to changing demands</p> <p>I am prepared to take managed risks to achieve better outcomes</p> <p>I ask 'What if...?' to develop fresh thinking and innovative approaches to generate and implement solutions to improve performance and challenge the status quo</p>	<p>I routinely look for innovative and cost-effective ways to improve performance and customer service</p> <p>I champion change and deal successfully with ambiguity, enabling people to see positive and exciting possibilities for the future</p> <p>I take calculated risks based on available evidence and my professional judgement to learn and try new things</p>
<b>Leadership</b>	<p>I demonstrate a clear sense of purpose and direction, in line with organisational objectives</p> <p>I am willing to take difficult decisions</p> <p>My personal actions promote a positive image of Bexley</p>	<p>I take responsibility for my service and for making things happen to make a difference to my service users</p> <p>I create an environment where staff can thrive and show I value and trust staff, give praise and recognise good work</p> <p>I inspire, lead and encourage staff to move forward</p>
<b>Collaboration</b>	<p>I show respect for others and value contributions from internal and external partners and customers</p> <p>I recognise the right solution, regardless of who initiated it</p> <p>I seek out and work with partners who can help me achieve the outcomes and objectives I need to deliver</p>	<p>I encourage the feeling that the team is a collective unit with shared goals</p> <p>I engage with service partners and other areas of the Bexley organisation to understand the demands on others and seek solutions as One Council</p> <p>I network internally and externally</p>
<b>Listening and Responding</b>	<p>I acknowledge other people's viewpoints and work with them to find a win-win solution</p> <p>I prepare and present information anticipating questions and problems</p> <p>I adapt my style to the audience and their needs, using the most appropriate communication channels</p>	<p>I seek regular service user feedback and review customer data to shape service improvements</p> <p>I ask staff for ideas on how to improve our service and how I can improve as a manager, listen to them and act on them</p> <p>I empower staff to make decisions and changes to improve value for money, customer service and productivity</p>
<b>Open and Accessible</b>	<p>I see issues from the customer / user perspective</p> <p>I monitor customer feedback and level of satisfaction with the service they receive, and use this to improve and pre-empt customer needs</p> <p>I seek to build and maintain positive relationships with customers and partners</p>	<p>I am accessible to my service users, customers, staff and Members</p> <p>I communicate and share a clear vision for the bigger picture as well as specific service areas</p> <p>I outline what is expected of individuals and their contribution to the whole, and am consistent in my expectations</p>

<p><b>Impact</b></p>	<p>I prioritise my activities and resources to focus on those which have the most impact for residents</p> <p>I take responsibility for making things happen and achieving my objectives</p> <p>I make decisions and clear recommendations based on my professional opinion, experience, and informed by a range of information and evidence</p>	<p>I design services that provide value for money and deliver our outcomes, informed by evidence</p> <p>I produce, prioritise and adapt plans to meet changing requirements</p> <p>I set interim goals to achieve notable wins on the way to larger objectives I deal with poor performance</p>
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