

# Occupational Therapist

## Position

This position is within Disability Services. It is part of various team/s.

- This position reports to the Manager Access
- Reporting line may vary depending on location and service size
- This position does not have any direct reports  This position may have direct reports, positions vary
- This position has the following direct reports:  
This position is designated Band 7 under the *Schedule of Authorities and Delegations*
- This position is a budget holder  This position has designated revenue targets
- This position is an Aboriginal & Torres Strait Islander identified position
- This position does require a working with children related clearance (when designated Child & Family)

## Purpose

The purpose of this position is to work collaboratively with clients and services to undertake comprehensive assessments to develop, implement, monitor and review client plans that enable children and adults of all ages to achieve their goals.

## Focus

### To achieve this purpose, the position holder would typically

- Work with a range of designated clients utilising a referral based service model. Occupational therapists may work with individuals or multiple stakeholders relating to the individual and/or family and may be required to carry a caseload of designated clients, depending on the service type.
- Coordinate the delivery of occupational therapy services to assess, diagnose and treat children and adults with development challenges.
- Conduct assessments and work with Practitioners and clients to contribute to the development, implementation, monitoring and review of the client plan, as appropriate to the circumstances.
- Conduct home visits and visits to the community as required.
- Refer to and liaise with other medical and allied health professionals as required.
- Act as a subject matter expert in the areas of occupational therapy.
- Coach, advise and provide on the job support to team members and carers to improve their skills and knowledge in the areas of developmental milestones development and evidence based interventions and practice to improve client outcomes.
- Plan, develop and facilitate or co-facilitate therapeutic groups and workshops for clients and other stakeholders internal and external to the organisation relating to specialisation.
- Attend review meetings, case conferences, and other meetings and ensure appropriate documentation is kept.
- Work with the Manager and Senior Occupational Therapist to build capability across the team.
- Advise the Manager of any significant changes or concerns regarding the client, their home environment, wellbeing, their services, or other risks, as soon as possible.
- Make child protection reports to the community services helpline when assessed as necessary, in consultation with the Team Leader or Manager.
- Document and create reports on client services using technology and paper based systems in a clear, logical, understandable and timely way.
- Work in accordance with the Professional Governance Framework to ensure the services and support we provide to our clients and each other are person centred, connected, effective, and safe

**When things are going well we would expect to see these outcomes:**

- Outcomes**
- The way we work with clients with complex needs is effective and appropriate support interventions are identified
  - Disability service staff and families feel supported when working with clients with complex needs
  - Processes and frameworks are well understood within the team
  - Occupational Therapy support services are timely and effective

**We work collaboratively with others, however this position works close closely with:**

**Relationships**

Within The Benevolent Society:

- Manager Access
- Case Managers
- Behaviour Support Practitioners
- Other allied health practitioners
- Staff within other Benevolent Society teams

Outside The Benevolent Society:

- Clients and their carer/family
- Disability Support Staff
- Local schools
- Allied health practitioners

**To achieve the position purpose and outcomes the position holder will need to have:**

**Individual**

- Degree or diploma qualified in occupational therapy
- Eligibility for membership as an occupational therapist with the Australian Health Practitioners Regulations Agency (AHPRA)
- Previous experience working with children, adults and parents/care givers where the children and/or young people have complex needs
- Ability to communicate effectively with children, young people and adults
- Understanding of the impact of disability and trauma and the effect on behaviour and development
- Ability to support children and adults, team members, carers, schools and families to better understand the role of occupational therapy and the benefits for children and adults
- Ability to assess circumstances from multiple views and understand underlying agendas
- Ability to apply evidence informed practice to optimise outcomes
- Ability to translate complex theories in an easily understood, practical way
- Strong analytical and report writing skills
- Ability to work flexible hours

**This position may require some flexibility in terms of travel or hours of work:**

**Travel**

- Overnight travel/stays may be required
- Some weekend work may be required
- Some evening work may be required
- Travel between office locations/regions may be required
- Travel to consumers (varied locations) may be required
- Use of own registered, insured motor vehicle for business purposes may be required
- Use of TBS pool cars may be required

All of us might need to travel occasionally to attend learning opportunities, meetings or other key events.

**Context****Those with knowledge of this position say the things that might make your day are:**

- Being able to advocate for the needs of a client
- Working with the team to get a comprehensive view and reach better outcomes
- Reflecting on positive feedback when suggestions have been helpful
- Giving back to the profession through communities of practice
- Being able to positively influence an approach and thus the outcome

**Those with knowledge of this position say some key challenges you might experience are:**

- Frameworks for assessment don't always exist – sometimes practical applications of knowledge/frameworks needs to be developed
- The potentially serious consequences of advice and its impact on clients
- Ensuring self-care to prevent burn out
- Managing aggressive and/or abusive responses from stakeholders
- Ability to say no when there is a concern workload may affect capacity to make safe decisions
- Managing time to complete documentation

**Approvals**

<b>Approver</b>	Director, Human Resources	Date: 4 December 2017	Position Code: DS005
<b>Review history</b>	V1.0 Release		
<b>Advertising</b>	Occupational Therapist		

This Position Profile is not intended as an exhaustive description of the position, accountabilities or associated duties. The Benevolent Society may alter or adjust this Position Profile at any time.