

JOB DESCRIPTION

Job Title	Occupational Therapist		
Directorate	Adult Services & Housing		
Reporting to			
Grade	10		
Evaluation ref:	RP261	Job ref:	Family
Role purpose			
To provide a comprehensive Occupational Therapy (OT) service to users and carers and to undertake assessments through the O.T. process - assessment, planning, intervention and review, to meet the needs of the individual and promote independence in accordance with current relevant legislation in all activities of daily living. To enable them to identify their priorities and goals in order to make realistic plans for their future.			
Responsibilities			
Make ongoing assessments of allocated cases to reflect individual circumstances including assessment of risk, support and need to ensure that service users are protected from significant harm. • Responsible for a caseload of varying complexity, commensurate with ability and experience, receiving and responding to referrals from various sources. • Occupational therapy assessment to ensure appropriate protection to service users and carers, to identify the need for risk assessment as appropriate. • Statutory reviews and comply with appropriate legislation, policy and procedures. • Assess occupational therapy needs of individuals within their own homes and in activities of daily living, in consultation with other professionals. Prepare and present reports as necessary to facilitate proper decisions being made in respect of service users. • Provide information, written assessments, reports and statements to support other service professionals, managers and agencies in making decisions related to care. • Maintain client records to a high standard in accordance with relevant legislation, policy and procedures. Facilitate the provision of a needs-led service, working with providers within Social Services, Health Service, the independent and voluntary sectors in order to meet requirements. • Plan and agree service responses, resources needs and support, developing realistic care plans to meet identified individual needs			

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/circumstances. Provide appropriate Aids to Daily Living and/or recommend grants and / or funding as appropriate and available.

- Review needs in line with policy and procedures.
- Develop, facilitate and maintain effective joint working relationships, with Health professionals, District Councils and Voluntary agencies.
- Promote a positive profile of services through liaison with statutory and voluntary organisations relating to service provision and assist in the development of services to clients.

Establish appropriate professional relationships with service users, their families and other professionals to enable effective partnerships in the provision of services.

- Promote people's independence, equality, diversity and rights.
- Establish, sustain and disengage from relationships with service users, supporting their needs and those of families and carers appropriately.
- Contribute to multi agency team working and participate in team meetings.
- Advising other professionals relating to specific areas of expertise.
- Enable individuals, families and carers to address issues which affect their health and social wellbeing.

Build upon existing knowledge and practice with research and training to develop individual skills and new approaches for improvement in service provision.

- To be familiar with IT systems relating to client information and ADL purchasing.
- Develop one's own knowledge and practice and contribute to the development of policy and practice.
- Participate in training and regular professional development programmes.

Other Elements and Specialised Areas:

- Participating in office/team duty rotas, responding effectively to referrals and enquiries as required.
- Supervise the work of vocationally qualified and unqualified staff as required.
- To meet regularly with the team manager relating to problems, caseload, training needs and ensure appropriate professional development.
- Developing projects and new services to meet assessed needs of service users.

Impact

Typically will manage a complex case load of varying complexity.

Purchasing of adaptations and equipment in accordance with policy and procedures.

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Typically supervise no more than 2 people.

Work closely with other OTs in neighbourhood teams and hospitals.

Some special physical effort is required relating to therapy work, undertaken in a variety of environments, including office, hospital, and in client homes, which may involve a risk to personal health and safety from time to time. Often work alone outside of office or hospital locations; to adhere to lone working arrangements; and health and safety policies.

It is an essential element of the job to build and maintain a range of close contacts and relationships with service users and other professional staff within the department. Frequent contacts with statutory bodies, public services, Health Professionals and voluntary agencies as an integral part of assessments and care provision. Frequent involvement in multi-agency and joint working arrangements.

The successful candidate has a responsibility for promoting and safeguarding the welfare of the vulnerable people they are responsible for or come into contact with.

Somerset County Council is subject to Part 7 of the Immigration Act (2016) and therefore the ability to speak fluent English will be an essential requirement for customer-facing roles.

This job requires a criminal background check (DBS) via the disclosure procedure.

Knowledge/ Experience/ Skills

	Essential	Desirable	
Knowledge			
Knowledge and understanding of Occupational Therapy practice as defined by HCPC Guidelines, appropriate legislation and issues relevant to client group.	X		
Ability to speak fluent English as stated in Part 7 of the Immigration Act (2016).	X		
Experience			
Relevant multi-disciplinary Social Care experience within multi-disciplinary team – relevant to the needs of the post.	X		
Evidence of partnership working with other agencies including Health Services, Voluntary Agencies and/or Education.	X		

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A variety of experiences working with relevant client group.		X	
Supervisory experience		X	
Previous experience of working with health professionals.		X	
Qualifications / Registrations / Certifications			
Degree in Occupational Therapy or equivalent.	X		
Registration with Health Care Professions Council (HCPC).	X		
Willingness to study for higher level of qualifications.	X		
Previous experience of working with health professionals.		X	
Skills			
IT skills to enable effective input, manipulation and retrieval of data and information.	X		
Demonstrates empathy, sensitivity, self- awareness and acceptance of others.	X		
Able to prioritise workload, work with competing deadlines and organise time effectively.	X		
Self-reliant and resilient – able to respond positively to difficult situations.	X		
Willingness to embrace organisational change.	X		
Access to / use of a vehicle is an essential requirement.	X		
Creative thinker.		X	
Working Conditions			
Working Arrangements			
Somerset Council's dynamic Working Strategy will be applied to this position.			
Corporate Responsibilities			
Ensure compliance with all relevant legislation, organisational policy, and professional codes of conduct to uphold standards of best practice. Deliver the aims of the council's equality, diversity and inclusion policies; health, safety and wellbeing of self and others; and Organisational values in everything you do, ensuring team members are also aware of their responsibilities and maintaining their understanding that Equality and Diversity practice covers both			

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interaction with staff, service users and communities and includes challenging discrimination and promoting equality of opportunity for all.

Date: July 2025