



Job Description

Post Title:	Job Title Senior Occupational Therapist - Neurosurgery
Post Status:	Permanent
Department	Occupational Therapy
Location:	Beaumont Hospital, Dublin 9
Reports to:	Line Manager Title: Ms. Alison Enright
Salary:	Appointment will be made on Grade Senior Occupational Therapist (€ 51,134-€ 60,208 – 9 point Scale)
Hours of work:	Full-Time
Closing Date:	12 Noon on 11 th August, 2017

Position Summary:

Accountability

The Senior Occupational Therapist is accountable to the Occupational Therapy Manager, Beaumont Hospital.

Overview of the Role

– Senior Occupational Therapist - Neurosurgery

1. To set and deliver high standards of clinical care in accordance with agreed care pathways and local practice standards.
2. To engage in the development of the Neurosurgical service and wider Occupational Therapy Department in collaboration with relevant colleagues and the Occupational Therapy Manager.



3. To be responsible for the operational running of the designated service area(s) by supervising staff and assuring quality standards, prioritising and allocating work and promoting positive staff morale and team working.

Principal Duties and Responsibilities:

DUTIES

A. Clinical

The senior Occupational Therapist will:

1. Be responsible for managing own caseload and for assessment, planning, implementation and evaluation of treatment programmes for patients according to agreed pathways, practices and service standards.
2. In collaboration with the Occupational Therapy Manager, be responsible for the development of care pathways and practice improvements to promote clinical excellence and ensure patients receive the right treatment, at the right time.
3. Be responsible for the maintenance of agreed standards of practice for self and staff appointed to the clinical area.
4. In conjunction with the Occupational Therapy Manager, be responsible for the day-to-day running of a designated service area(s) by supervising staff and assuring quality standards, prioritising and allocating work and promoting positive staff morale and team working.
5. Foster and maintain professional working relationships with colleagues, front line managers and other healthcare personnel in the team.
6. Ensure the quality of documentation of all assessments, treatment plans, progress notes, reports and discharge summaries are in accordance with local service and professional standards.
7. Communicate verbally and / or in writing results of assessments, treatment / intervention programmes and recommendations to the team and relevant others in accordance with service policy.
8. Participate in teams as appropriate, communicating and working in co-operation with



other team members.

9. Attend clinics, review meetings, team meetings, case conferences, ward rounds etc. as designated by the Occupational Therapy Manager.
10. Ensure that staff in the designated service area(s) arrange and carry out duties in a timely manner, within settings appropriate to patients' needs, and in line with local policy/guidelines.
11. Seek advice and assistance with any assigned duties in line with principles of evidence based practice and clinical governance.
12. Ensure that professional standards are maintained in relation to confidentiality, ethics and legislation.
13. Operate within the scope of Occupational Therapy practice within Ireland and in accordance with local guidelines.

Administrative

1. Be responsible for the co-ordination and delivery of service in designated area(s).
2. Promote good working practice and uniformity of standards of best practice.
3. Promote quality by reviewing and evaluating the Occupational Therapy service regularly, identifying changing needs and opportunities to improve services, in collaboration with the Occupational Therapy Manager and relevant others.
4. Develop and implement service / business plans, quality initiatives, audits etc. and report on outcomes in collaboration with the Occupational Therapy Manager.
5. Collect and regularly evaluate data about the service user group and demonstrate the achievement of the objectives of the service.
6. Oversee the upkeep of accurate records in line with best clinical governance, organisational requirements and the Freedom of Information Act, and render reports and other information / statistics as required.
7. Submit weekly patient statistics and other statistical information as required to the Occupational Therapy Manager.
8. In conjunction with the Occupational Therapy Manager, lead the coordination of organised CPD activities for staff in the designated clinical areas ensuring they represent their learning needs and interests.
9. Represent the department / team at meetings and conferences as appropriate.
10. Liaise with the Occupational Therapy Manager regarding the needs, interests and views of Occupational Therapy staff.



11. Promote good team working and a culture that values diversity and feedback.
12. Participate in the management of Occupational Therapy stock and equipment in conjunction with the Occupational Therapy Manager.
13. Engage in IT developments as they apply to service user and service administration.
14. Assist the Occupational Therapy Manager in the recruitment of occupational therapy staff.
15. Be responsible for deputising for the Occupational Therapy Manager in his/her absence, undertaking specified duties.
16. Perform such other duties appropriate to the office as may be assigned by the Occupational Therapy Manager.

Education and Training

1. Participate in mandatory training programmes.
2. Participate in continuing professional development including in-service training, attending and presenting at conferences / courses relevant to practice, contributing to research etc. as agreed by the Occupational Therapy Manager.
3. Keep abreast of current research and practice developments in relevant clinical/non-clinical areas and the implications which they may have for clinical practice.
4. Engage in support / supervision with peer senior Occupational Therapist(s) / Occupational Therapy Manager and participate in performance review.
5. Take part in teaching / training / supervision of other Occupational Therapy staff.
6. Ensure newly qualified therapists have adequate induction and clinical supervision and assist in implementing annual staff development and performance review.
7. Participate in the clinical supervision of students in collaboration with the Practice Tutor(s).
8. Promote inter-professional learning across disciplines in the health care setting.
9. Contribute to the development and promotion of multi-professional working in the delivery of patient care for the benefit of patients.
10. Foster and maintain a high performance environment conducive to learning.



Health and Safety

Promote a safe working environment in accordance with Health and Safety legislation.

1. Be aware of and implement agreed policies, procedures and safe professional practice by adhering to relevant legislation, regulations and standards.
2. Actively participate in risk management issues, identify risks and take responsibility for appropriate action.
3. Report any adverse incidents in accordance with organisational guidelines.

The above Duties list is not intended to be a comprehensive list of all duties involved and consequently, the post holder may be required to perform other duties as appropriate to the post which may be assigned to him/her, from time to time, and to contribute to the development of the post while in office.



Beaumont Hospital

Ospidéal Beaumont



RCSI HOSPITALS
OSPIDÉIL RCSI

Selection Criteria:

Selection criteria outline the qualifications, skills, knowledge and/or experience that the successful candidate would need to demonstrate for successful discharge of the responsibilities of the post.

Applications will be assessed on the basis of how well candidates satisfy these criteria.

QUALIFICATIONS

Mandatory:

Candidates must have at the latest date of application: -

1. Professional Qualifications, Experience, etc

A) Category A:

(i) Individuals who qualified before the 31st March 2015 and have not engaged in the practice

of the profession in the Republic of Ireland must

a) Hold a qualification approved by the Occupational Therapists Registration Board at CORU;

i) Bachelor in Science in Occupational Therapy from the University of Dublin

awarded to graduates on successful completion of the four year University of

Dublin pathway/programme to this award.

or

ii) Bachelor of Science (Honours) in Occupational Therapy from the University of

Dublin

or

iii. Bachelor of Science in Occupational Therapy from University College Cork.



or

iv) Bachelor of Science in Occupational Therapy from the National University Ireland, Galway.

or

v) Master of Science in Occupational Therapy (Professional Qualification) from the University of Limerick

or

vi) Diploma of the College of Occupational Therapy

or

b) Hold a qualification recognised by the Occupational Therapists Registration Board at CORU

or

c) Submit proof to the HSE of their application for recognition of their qualifications from the Occupational Therapists Registration Board by the date specified by the HSE.

and

d) Have three years post qualification experience

and

e) Submit proof to the HSE of their application for registration on the Occupational Therapists Register maintained by the Occupational Therapists Registration Board at CORU before a contract of employment can be offered

and

f) Have the requisite knowledge and ability (including a high standard of suitability and professional ability) for the proper discharge of the duties of the office.

OR

(ii) Individuals who qualified before the 31st March 2015 and have been engaged in the practice of the profession for less than 2 years fulltime (or an aggregate of 2 years fulltime), in the Republic of Ireland between 31st March 2010 and 30th March 2015 must:

a) hold a qualification approved by the Occupational Therapists Registration Board at CORU;

i) Bachelor in Science in Occupational Therapy from the University of Dublin awarded to graduates on successful completion of the four year University of



Dublin pathway/programme to this award.

or

ii) Bachelor of Science (Honours) in Occupational Therapy from the University of Dublin

or

iii) Bachelor of Science in Occupational Therapy from University College Cork.

or

iv) Bachelor of Science in Occupational Therapy from the National University Ireland, Galway.

or

v) Master of Science in Occupational Therapy (Professional Qualification) from the University of Limerick

or

vi) Diploma of the College of Occupational Therapy

or

b) Hold a comparable qualification recognised by the Occupational Therapists Registration Board at CORU

or

c) Hold a qualification previously recognised by the Department of Health²

or

d) Submit proof to the HSE of their application for recognition of their qualifications from the Occupational Therapists Registration Board by the date specified by the HSE

² In relation non Irish qualifications and in respect of persons to whom Directive 2005/36/EC applies and

e) Have three years post qualification experience

and

f) Submit proof to the HSE of their application for registration on the Occupational Therapists Register maintained by the Occupational Therapists Registration Board at CORU before a contract of employment can be offered



and

g) Have the requisite knowledge and ability (including a high standard of suitability and professional ability) for the proper discharge of the duties of the office.

B) Category B:

Individuals who qualified before the 31st March 2015 and have been engaged in the practice of the profession in the Republic of Ireland for a minimum of two (2) years fulltime, (or an aggregate of 2 years fulltime), between 30 March 2010 and 30 March 2015 must;

a) Hold a qualification recognised by the Occupational Therapists Registration Board at CORU

i) Bachelor in Science in Occupational Therapy from the University of Dublin awarded to graduates on successful completion of the four year University of Dublin pathway/programme to this award

or

ii) Bachelor of Science (Honours) in Occupational Therapy from the University of Dublin.

or

iii) Bachelor of Science in Occupational Therapy from University College Cork

or

iv) Bachelor of Science in Occupational Therapy from the National University Ireland, Galway.

or

v) Master of Science in Occupational Therapy (Professional Qualification) from the University of Limerick

or

vi) Diploma of the College of Occupational Therapy

or

b) Hold a qualification previously recognised by the Department of Health 2

and

c) Have three years post qualification experience

and

d) Have the requisite knowledge and ability (including a high standard of suitability and



professional ability) for the proper discharge of the duties of the office.

Desirable:

- Minimum of two years post qualification Occupational Therapy experience in the field of Neurosciences.

Further Information for Candidates:

Supplementary information

The Hospital	www.beaumont.ie
Management Unit:	www.beaumont.ie/hr
Other (<i>Please specify</i>):	

Informal Enquiries ONLY to:

Name:	Alison Enright
Title:	Occupational Therapy Manager
Email address:	alisonenright@beaumont.ie
Telephone:	01 8092520

Application Procedure:

Candidates should submit a full curriculum vitae to include the names and contact details of 2 referees (email addresses if possible) to recruitmentoffice@beaumont.ie, referencing the job vacancy in the subject line.

A short listing exercise may be carried out on the basis of information supplied in your application. The criteria for ranking and or short listing are based on the requirements of the post as outlined in the eligibility criteria and skills, competencies and/or knowledge section of this job specification.