Auckland District Health Board
Position Description

Position Description Authorised By: MH Service Managers/Professional Leader – Occupational Therapy
Type: Mental Health Service Generic
Last Review Date: April 2013
Next Review Date: 2015

Position Details
Title: Occupational Therapist
Department: Buchanan Rehabilitation Centre
Service: Mental Health
Reports to (title): Clinical Team Leader – Rehabilitation

Service Description:
Buchanan Rehabilitation Centre (BRC) is a sub regional, specialist 40 bed mental health, recovery focused, inpatient rehabilitation service which provides assessment, treatment and intensive rehabilitation combined with a high level of clinical support in a safe, rehabilitation orientated environment.
The multi disciplinary team includes Psychiatrists, Clinical Team Leaders, Registered Nurses, Allied Health professionals, Rehabilitation Workers, Housekeepers and an Admin Team.

Purpose of Position:
➢ To provide a comprehensive occupational therapy service to BRC service users that is informed by evidence, recovery principles, and meeting service user needs.
➢ To use occupation as the primary evidence based means to support recovery programmes; where “occupation” refers to everything that people do, from self care tasks, to leisure activities, to work and productivity roles

(Specific Annual Performance Objectives to meet these accountabilities will be agreed separately during the performance planning process)

KEY ACCOUNTABILITIES:

Provision of a comprehensive occupational therapy service

- Ensures the delivery of a range of occupational therapy assessments and interventions which are evidence-informed, culturally safe, and adhere to Tikanga Best Practice guidelines
- Participates as a member of the multidisciplinary team through the provision of specialist occupational therapy assessment, intervention and consultancy to support service user recovery
- Utilises groupwork knowledge and skills to contribute to the recovery focused, group-based programme
- Liaises with the interdisciplinary team regarding the occupational therapy role and occupational needs of identified service users
- Educates and provides information to service users and family/whanau to improve knowledge of
the occupational impact of illness, self management strategies, and promotion of recovery.

- Contributes to effective discharge planning and/or referral processes to other health care, educational, or social support agencies/providers to meet identified service user needs.
- Accurately documents (including report writing) occupational therapy assessment findings, goals, progress, and outcomes for service users accessing occupational therapy.
- Fosters the provision of strengths based practice and service delivery, focused on service user outcomes and person-centred care.

**Interpersonal Relationships:**

- Collaborates and communicates with service users and their family/whanau, Clinical Team Leader, interdisciplinary team, other professionals/agencies, and the local community.
- Promotes and participates in effective teamwork and collaborative relationships within the interdisciplinary team.
- Maintains and supports others to develop effective therapeutic relationships with service users and family/whanau.

**Interprofessional Health care and Quality Improvement:**

- Identifies situations of clinical risk and takes appropriate action to ensure a safe environment for service users, families/whanau, and staff.
- Contributes to evidence based practice in specialty area.
- Demonstrates commitment to quality improvements, risk management and resource utilisation.
- Provides input into clinical standards/protocols and policies and undertakes clinical audits as required.
- Evaluates the effectiveness, efficiency and safety of practice.
- Participates in the implementation of group-based models of care appropriate to identified population needs.
- Assists in the implementation of initiatives to address differential access to healthcare services for Maori.
- Acts to identify and minimise organisational risk.
- Contributes to and participates in ADHB policy development.
- Participates in case review and debriefing activities as required.
### Professional Responsibility:

- Practices within the Registered Occupational Therapy scope of practice.
- Practices in accordance with legal, ethical, cultural safety and professional standards.
- Maintains and develops own clinical expertise and knowledge in specialty occupational therapy practice.
- Effectively supervises, directs and delegates to occupational therapy colleagues, interns, and students.
- Fosters inquiry and critical thinking amongst colleagues to advance occupational therapy practice and service user care.
- Participates in formal regular supervision
- Participates in peer review/feedback.
- Proactively participates in own performance development and review.
- Attends educational opportunities relevant to role and occupational therapy scope of practice.
- Fosters the implementation of organisational, service, and allied health goals and values.
- Promotes ADHB as a centre of excellence.
- Effectively demonstrates competency of the Practitioner level requirement of the Ministry of Health’s *Let’s get real* workforce development framework (2008).

### Position Authorities:

**Direct Reports (total FTE):** Nil

**Delegated Authority:** Nil

**Budget Accountability:** Nil

### Relationships:

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<tr>
<th>External</th>
<th>Internal</th>
<th>Committees/Groups</th>
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</table>
| - Regional DHB and NGO Mental Health Services Providers
  - Training organisations
  - OTBNZ
  - NZAOT | - Service users
  - Families/Whanau
  - Multidisciplinary Team
  - Clinical Team Leader
  - Professional Leader, Occupational Therapy
  - Occupational Therapy Practice Supervisor
  - Cultural Advisors
  - Community Mental Health Services
  - Students
  - Other ADHB staff | - Team Meetings
  - Quality and Risk
  - Health and Safety
  - Supervision
  - Mental Health Occupational Therapy Groups - Regional and ADHB |
## PERSON SPECIFICATION

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<th>Essential</th>
<th>Desired</th>
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| **Education & Qualifications** | • Relevant undergraduate qualification/degree (or equivalent) in Occupational Therapy  
• NZ Registered occupational therapist  
• Current APC  
• Recovery oriented  
• Evidence of relevant ongoing learning | • Postgraduate mental health qualification  
• Previous inpatient/community/groupwork experience  
• Relevant experience/training in therapeutic interventions  
• Member of NZAOT |
| **Work Experience**   | • Minimum of one year mental health experience  
• Experience in applying evidence based practice  
• An understanding of mental health care in New Zealand. | • Knowledge of NZ health priorities  
• Experience in using standardised assessment tools and outcome measures  
• Group facilitation skills |
| **Skills and Abilities** | • Ability to work collaboratively within multidisciplinary team approach  
• An understanding of bicultural issues and the Treaty of Waitangi  
• Ability to prioritise using time management and delegation skills.  
• Understands and demonstrates evidence based practice | • A knowledge of relevant standardised assessment tools and outcome measures |
| **General & Specific Requirements** | • Demonstrable computer literacy skills  
• Drivers Licence | • Up-to-date knowledge of local health and social services  
• Experience of clinical documentation recording using computer skills (such as HCC) |

## ORGANISATIONAL COMPETENCIES

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<tr>
<th>Competency</th>
<th>Description</th>
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<tr>
<td><strong>Clinical Ability</strong></td>
<td>Demonstrated ability to practice within the professional and ethical guidelines of Occupational Therapy. Applies theory and models as a rational for assessment and intervention. Practices ethically.</td>
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<tr>
<td><strong>Teamwork</strong></td>
<td>Collaborates with fellow team members and other work groups to achieve effective service user outcomes. Actively contributes to and accepts consensus decisions. Seeks out opportunities to support others. Recognises and respects individual difference. Articulates the role and function of the profession within an area of practice.</td>
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<tr>
<td>Service User Orientation</td>
<td>Develops positive working relationships with service users, identifies and seeks to meet their needs treating them respectfully and as a first priority. Able to understand and balance the needs of service users and their families/whanau.</td>
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<td>Bicultural Approach</td>
<td>Understands the significance of the Treaty of Waitangi. Displays cultural sensitivity and a willingness to work positively with organisational strategies to improve Maori health and opportunities for Maori. Knowledge of the ADHB population and able to successfully interact with a broad range of ethnic groups in order to facilitate access to mental health services. Demonstrates knowledge of culturally-centred practice and practices in a culturally safe manner.</td>
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<tr>
<td>Communication and Interpersonal Skills</td>
<td>Actively listens, drawing out information and checking understanding. Expresses information effectively, orally and in writing, and adjusting language and style to ensure it is appropriate for the audience. Empathises with others and considers their needs and feelings. Able to engage effectively with the ADHB multi-cultural population, demonstrates effective trans-cultural communication skills.</td>
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<td>Quality Orientation</td>
<td>Pays attention to detail and initiates self-checking procedures; ensures high levels of accuracy and consistent quality. Uses procedure/guidelines recommended best practices. Monitors quality, support continuous improvement, reports errors and omissions and learns from mistakes to improve outcomes.</td>
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<td>Self Management and Learning</td>
<td>Sets high personal standards striving to achieve performance objectives. Copes effectively with stress and is receptive to change. Understands personal and professional limitations. Constantly strives to build knowledge and skills. Plans and prioritises workload. Manages workload/flow, recognises and addresses barriers to the workflow, and takes account of changing priorities. Utilises and has knowledge of local resources. Adapts to work effectively within a variety of situations and with various individuals or groups.</td>
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<td>Basic Computing</td>
<td>Is able to use a personal computer with standard software applications demonstrating an ability to move between and access various applications relevant to patient processes.</td>
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Authorised by: Adele Wakeham, Service Manager and Carolyn Simmons Carlsson, Professional Leader for Occupational Therapy

Date: April 2013