POSITION DESCRIPTION

Occupational Therapist

Supporting Everyone to be healthy and live well

PURPOSE OF THE ROLE

The Grade 2 Occupational Therapist works in consultation with the Manager Occupational Therapy Services, and directly within an interdisciplinary team of other Allied Health, Medical and Nursing staff. This role requires independent management of an agreed caseload and providing clinical support to other team members. This position originates within the NDIS space with a potential to work across the health service.

Position Details	
Position Title:	Occupational Therapist
Department	Community Services – Occupational Therapy
Reports to:	Occupational Therapy Manager
Positions Reporting to this role:	Students Grade 1 staff Grade 2 staff
FTE:	Up to 1 FTE
Budget:	NA
Enterprise Agreement:	Allied Health Professionals Enterprise Agreement 2021-2026
Position Classification:	Occupational Therapist Grade 2
Position Description last reviewed:	November, 2024

Key Accountabilities
Participate in departmental and organisational meetings as required;
Provide evidence-based and outcome orientated individual assessment, treatment, and consultative Occupational Therapy services to an agreed caseload of clients with a broad range of disabilities;
Plan and deliver inservice education to other staff and community members as required;
Promote a culture of continuous quality improvement within the service;
Provide clinical support and supervision to staff, Allied Health Assistant and students as required;
Work collaboratively with others whenever appropriate, in a manner which respects the contributions of all team members;
Promote client-centred practices in all clinical areas;
Identify opportunities for improvements and liaise with Manager Occupational Therapy Services to plan quality improvements;
Meet discipline specific requirements as designated by the Manager Occupational;
Actively participate in relevant internal and external continuing education.

Organisational Responsibilities
Positively promote ERH within and externally to the organisation
Comply with the ERH and Victorian Public Sector Code (VPS) of Conduct
Each employee has a responsibility to comply and promote practices with all ERH policies and procedures and familiarise themselves with those relevant to their position

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Comply with relevant registration bodies mandatory continuing professional development requirements
Carry out all work and interactions in alignment with the CARE values
Each employee has a responsibility to comply with and promote relevant legislation and professional standards in relation to safety, quality and risk relevant to their position
Each employee has a responsibility to comply with and promote compliance with the National Safety & Quality Health Service Standards and other industry standards and relevant regulatory requirements

CARE Values	
All staff are expected to behave in a way that is in alignment with our corporate values:	
Collaboration	Works with a team focus Cooperates with others and gains input and support to assist in achieving objectives We work with others to achieve shared goals
Accountability	Monitors the impact of one's own behaviour on others Supports a "no-blame" culture in reporting incidents and helping to effectively resolve them
Respect	Treats people fairly and openly Treats people with dignity Demonstrates personal standards of consistency, tolerance and patience
Excellence	Consistently supports and follows organisational policies and procedures Actively participates in identifying opportunities to improve what we do

Key Relationships	
Internal	**External**
The position requires daily interaction with colleagues from other disciplines, administration staff, and team members within the interdisciplinary team. Supervision of other clinical staff as delegated by the Manager Occupational Therapy Services may be required.	The position requires liaison with clients, carers and families, community members, and staff from external agencies.

Selection Criteria
Essential:
Qualifications: • Bachelor of Occupational Therapy or equivalent. • Minimum of 3 years clinical experience as an Occupational Therapist with demonstrated high-level skills in at least one specialist clinical area. For example (Paediatric, Hands, stroke, lymphoedema or National Disability Insurance scheme).
Registration with the Australian Health Practitioners Registration Agency (APHRA);
Demonstrated experience in the provision of timely and appropriate occupational therapy services to inpatients, aged care residents, and community care clients;
Demonstrated highly developed organisational skills, including prioritisation, time

management skills and appropriate case-load management;
Provide safe, evidence based and client centred care including assessment and intervention;
Demonstrated effective interpersonal and communication skills both written and verbal;
Demonstrated experience in working independently, and as part of a multidisciplinary team;
Current driver's licence;
Satisfactory evidence of; National police check, Working with Children's card, NDIS Worker Screener check and Vaccination status in line with policy and procedure at this time.
Desirable:
Membership to Occupational Therapy Australia
Knowledge of evidence-based practices in Early Childhood Intervention
Demonstrated ability to provide family-centred care using a strengths-based approach that is culturally inclusive
Previous experience working in NDIS or Early Childhood Intervention

TERMS & CONDITIONS OF EMPLOYMENT:
Terms and conditions are in accordance with the Letter of Offer and Contract of Employment.

I acknowledge that I have received a copy of this position description. I have read (or have had read to me) and understand the requirements of this position. I agree to work in accordance with this position description.

Signed: _____ Date: / /

Print Name: _____

cc: Employee File