



HSS REGISTERED

Senior Occupational Therapist

Health Salaried Officers Agreement; HSO Level P2

Position Number: 114236

Lymphoedema / Occupational Therapy Department / Service 6

Fiona Stanley Hospital / South Metropolitan Health Service

Reporting Relationships

Deputy Head of Department, Occupational Therapy
 HSO Level P4
 Position Number: 115493



Senior Occupational Therapist
 HSO Level P3
 Position Number: 114244



This Position



Reporting to this position:

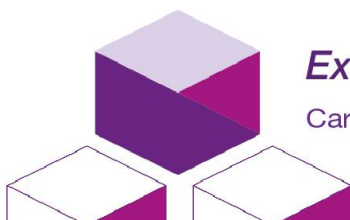
Title	Classification	<u>FTE</u>
• Nil		

Also reporting to this supervisor:

- Senior Occupational Therapist (Burns)
- Occupational Therapy staff working in Burns

Key Responsibilities

As part of a multidisciplinary team, plans, implements, coordinates and evaluates Occupational Therapy services to patients in the clinical area of Lymphoedema using advanced Occupational Therapy clinical practice skills. Plans, implements and evaluates patient safety and quality of care. Practices as a Senior Occupational Therapist and ensures practice is in accordance to the Occupational Therapy professional and registration requirements, standards, codes and guidelines and SMHS policies and guidelines.



Excellent health care, every time

Care ■ Integrity ■ Respect ■ Excellence ■ Teamwork

Brief Summary of Duties (in order of importance)

1. Specific Duties/Scope of Practice Relevant to Specialty

- 1.1. Provides lymphoedema therapy assessment, treatment/intervention and evaluation to people with upper and lower limb, head, neck, trunk and perineal oedema as required.
- 1.2. Prescribes and fits customised and off the shelf compression garments to people with lymphoedema as required.
- 1.3. Provides clinical liaison and education on the management of lymphoedema to relevant stakeholders, as required.

2. Clinical

- 2.1. Plans, implements and coordinates Occupational Therapy services to patients/clients within the clinical area of lymphoedema using advanced Occupational Therapy practice skills.
- 2.2. Provides Occupational Therapy screening, assessment, treatment/intervention and evaluation for complex and general caseload/s using advanced Occupational Therapy practice skills.
- 2.3. Undertakes clinical shifts at the direction of the Head of Department.
- 2.4. Actively prioritises and coordinates own caseload including participating in clinical review meetings and case conferences as appropriate.
- 2.5. Provides Occupational Therapy clinical consultation to Occupational Therapists, other health professionals and others in the clinical area.
- 2.6. Initiates, implements and participates in quality improvement and research activities in consultation with the Head of Department to systematically evaluate service delivery and meet customer needs.
- 2.7. Educates patients/carers in post discharge management and organises discharge summaries/referrals to other services, as appropriate.
- 2.8. Supports and liaises with patients, carers, colleagues, medical, nursing, allied health, support staff, external agencies and the private sector to provide coordinated multidisciplinary care.
- 2.9. Completes clinical documentation.
- 2.10. Participates in departmental and other meetings as required to meet organisational and service objectives.
- 2.11. Participates in ongoing evaluation of clinical practice.
- 2.12. Undertakes administrative tasks as required.
- 2.13. Assigns Occupational Therapy interventions and tasks to assistants/support staff as appropriate, clinically/professionally supervises assigned work, and obtains feedback on patient progress and clinical issues.

3. Professional/Education/Training/Research

- 3.1. Engages in continuing professional development/education and ensures continuous registration by the Occupational Therapy Board of Australia as per essential criterion 1.
- 3.2. Coordinates, supports and/or undertakes the supervision and development of Occupational Therapy staff, tertiary Occupational Therapy students and others in the clinical area.
- 3.3. Participates in supervision, professional development and clinical consultation activities with senior staff.
- 3.4. Develops and participates in approved evidence based clinical research activities where applicable.

4. SMHS Governance, Safety and Quality Requirements

- 4.1. Participates in the maintenance of a safe work environment.
- 4.2. Participates in an annual performance development review.
- 4.3. Supports the delivery of safe patient care and the consumers' experience including participation in continuous quality improvement activities in accordance with the

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requirements of the National Safety and Quality Health Service Standards and other recognised health standards.

- 4.4. Completes mandatory training (including safety and quality training) as relevant to role.
 - 4.5. Performs duties in accordance with Government, WA Health, South Metropolitan Health Service and Departmental / Program specific policies and procedures.
 - 4.6. Abides by the WA Health Code of Conduct, Occupational Safety and Health legislation, the Disability Services Act and the Equal Opportunity Act.
- 5. Undertakes other duties as directed.**

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Work Related Requirements

Essential Selection Criteria

1. Tertiary qualification in Occupational Therapy and eligible for registration by the Occupational Therapy Board of Australia.
2. Demonstrated relevant clinical experience and advanced Occupational Therapy knowledge and skills in assessment, treatment and evaluation within the clinical area.
3. Completion or progress toward a relevant lymphoedema qualification.
4. Demonstrated ability to plan, develop, coordinate, implement and evaluate Occupational Therapy services in a discrete clinical area/unit including application of quality improvement principles and practices.
5. Demonstrated well developed time management, administrative and organisational skills when planning, providing and monitoring Occupational Therapy services.
6. Demonstrated well developed interpersonal, written and verbal communication skills.
7. Demonstrated ability to work effectively in a multidisciplinary team setting.
8. Current knowledge of legislative obligations for Equal Opportunity, Disability Services and Occupational Safety and Health, and how these impact on employment and service delivery.

Appointment Prerequisites

Appointment is subject to:

- Evidence of current registration by the Occupational Therapy Board of Australia must be provided prior to commencement.
- Provision of the minimum identity proofing requirements.
- Successful Criminal Record Screening Clearance.
- Successful Pre-Employment Integrity Check.
- Successful Pre-Employment Health Assessment.

Certification

The details contained in this document are an accurate statement of the duties, responsibilities and other requirements of the position.

.....
Manager / Supervisor Name Signature or HE Number Date

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Dept. / Division Head Name Signature or HE Number Date

As Occupant of the position I have noted the statement of duties, responsibilities and other requirements as detailed in this document.

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Occupant Name Signature or HE Number Date
Effective Date

HSS Registration Details (to be completed by HSS)

Created on Insert date **Last Updated on** April 2019