



Position Description - Occupational Therapist Level 2

CALVARY JOHN JAMES HOSPITAL

Version: 1.2

Position Title:	Occupational Therapist Level 2		
Position Number:		Cost Centre:	Q1710
Site/Facility:	Calvary John James Hospital		
Department:	Allied Health		
Enterprise Agreement	Health Professionals & Support Services EA		
Classification:	Allied Health Level 2		
Reports To:	Senior Occupational Therapist		
Date of Preparation:	17/06/2016	Date Updated:	30/03/2021

Primary Purpose

- Provide Occupational Therapy services within the Medical, Surgical, Orthopaedic, Rehabilitation and Outpatient units under the direction and guidance of the relevant Senior Occupational Therapist
- Provide clinical supervision, support and direction to less senior Occupational Therapists, students and Allied Health Assistants as directed by senior Occupational Therapist.

Organisational Environment

At Calvary our vision as a Catholic Health, Community and Aged Care provider, to excel, and be recognised, as a continuing source of healing, hope and nurturing to the people and communities we serve. We put the person at the centre of care in all that we do. Calvary continues our mission focus in providing high quality care to the sick and vulnerable and in particular to those people approaching and reaching the end of life, their families and carers in all our services.

Calvary's Services include public and private hospital care, acute and sub-acute care, community care and retirement and aged care services, in both rural and metropolitan areas.

Our values of Hospitality, Healing, Stewardship and Respect underpin all that we do. As an equal opportunity employer, we encourage applicants from culturally diverse backgrounds, people with disabilities and various life experiences and faiths. Here at Calvary John James we work together to provide opportunities that empower and enrich our staff.

Accountabilities and Key Result Areas

Professional:

- Demonstrated knowledge and application of the skills required for this position. This includes knowledge and understanding of appropriate equipment, legislation, policies and procedures
- Practice in accordance with Calvary and relevant Government Health policies and procedures, the position description, Code of Conduct and industrial agreements.
- Demonstrated ability to participate as an active member of a multidisciplinary team, consistent with the philosophy and policies of the Organisation

- Excellent communication and interpersonal skills including demonstrated experience in liaising with a wide range of internal and external clients.
- Practice to highest professional standard as guided by the relevant professional body.
- Apply effective interpersonal communication skills when working with all members of the care team
- Proven commitment to quality care with compassion and a non-judgmental attitude.

People and Culture:

- Demonstrated experience and understanding of the need for continuation of both personal and professional development
- Developing a work culture that encourages & supports risk identification & management
- Work in accordance with the mission and vision of Calvary and actively participate in developing a culture that promotes Calvary's values of healing, hospitality, stewardship and respect.
- Practice in accordance with Calvary and relevant Government Health policies and procedures, the position description, Code of Conduct and industrial agreements.

Excellence in Care:

- Practice to highest professional standard as guided by the relevant professional body.
- Apply effective interpersonal communication skills when working with all members of the care team
- Proven commitment to quality care with compassion and a non-judgmental attitude.
- Effective decision making skills.

Service Development & Innovation:

- Commitment to ensuring quality services are delivered to both internal & external clients through continuous improvement activities.
- Complete mandatory training modules.
- Participate in ongoing development programs.
- Actively participate in Quality improvement projects and auditing as required to meet National Standards and our Accreditation process.
- Positive support of innovation in organisational development
- Actively participate in the quality auditing process.

WH&S Responsibilities:

- Take reasonable care of your own health and safety and the health and safety of others in the workplace
- Comply with relevant Calvary WHS policies, procedures, work instructions and requests
- Report to your supervisor any incident or unsafe conditions which come to your attention
- Observe any additional requirements as outlined in Calvary's WHS Responsibilities, Authority and Accountability Table (published on Calvary intranet)
- Commitment to ensuring a safe working environment for both internal & external clients through participation in safety audit programs.
- Promote, demonstrate & participate in quality & risk management activities in accordance with Calvary risk management strategies.
- Actively strive to ensure identified risks are rectified.

Wise Stewardship:

- Commitment to the use of resources that reflect good patient care and hospital sustainability
- Demonstrate Calvary's values in daily work practices.

Community Engagement:

- Communicate positively with families, members of the public, public stakeholders, executive, management and staff

Mission:

- Display behaviours in line with the mission and values, Hospitality, Healing, Stewardship and Respect
- Ensure that work is practiced and provided in accordance with the Mission of Calvary
- Ensure you are aware of and practice care within the guidelines of the CHA Code of Ethics

Key Relationships	
Internal:	<ul style="list-style-type: none"> Senior Occupational Therapist Allied Health Manager Allied Health team Medical team Nurse Unit Manger
External:	<ul style="list-style-type: none"> Patient, Family/Carer Medical Officers Community Health care providers
Position Impact	
Direct Reports:	<ul style="list-style-type: none"> Allied Health Manager
Budget:	NA
Selection Criteria	
<p>Essential:</p> <ul style="list-style-type: none"> An appropriate degree in Occupational Therapy Current registration with AHPRA. Effective communication & interpersonal skills Demonstrated competence as a clinician to exercise independent professional judgement on general inpatient and outpatient patient management Ability to participate in and promote Quality Improvement Well developed time management skills. Ability to assist with supervising Level 1 Health Professionals, Health Assistants and Students Current ACT Driver's License <p>Desirable:</p> <ul style="list-style-type: none"> Experience with complex patient management skills 	
Approvals	
Job Holder's signature:	Date:
Manager's signature:	Date: