



Stage:  
Issued

**Wommin Bay**  
Hostels

## Position Description Occupational Therapist, Community Services

Version:  
7.007003

**aspire4Life**

Group:

**Position  
Descriptions**

### Reports To:

Regional Manager, Community Services

### Employment Status:

Full Time, Part Time or Casual

### Grade/Award:

Salaried

### Primary Objective:

As a member of the Community Services Team you will provide innovative mobile assessment and occupational therapy services. Reporting to the Regional Manager, Community Services, you will provide a range of wellness and reablement assessments, programs and services in the homes of clients and in the community, within residential and retirement settings and 'virtually' using our new technologies. You will draw upon your expertise to work in partnership with clients to achieve their goal of independence by recommending home modifications and adaptive equipment and other devices designed to support activities of daily living.

### Key Responsibilities:

#### Section A - Key Role Specific Responsibilities

##### Person Centred Care:

- Conduct assessments based on a holistic wellness approach, that identify the clients' functional capacity, strengths and lifestyle goals and home modification and adaptive equipment needs and then develop holistic, customised action plans in partnership with the client
- Enhance the quality of life and independence of our clients by delivering evidenced based occupational therapy programs and services including our own Strong Foundations falls prevention program
- Provide education to our clients, their families and their Feros Care Team promoting independence, reablement and the use of adaptive equipment
- Deliver a suite of services promoting environmental home safety and ADL capacity building
- Maintain the responsibility of acquiring current knowledge of contemporary occupational therapy techniques and healthcare issues, and ensure all clinical practice is compliant with relevant regulations
- Contribute to our very own in-house wellness initiatives, orientation and training programs and provide workplace assessments for staff
- Inform the development of new areas of business via our business planning process

##### Documentation:

- Ensure all documentation is actioned and maintained in accordance with the Feros Care quality standards framework and organisational policies and procedures
- Collect the defined measures necessary to ensure client outcomes are verifiable

- Ensure documentation and reporting is completed in accordance to the requirements of the relevant funding body, Aged Care legislative and organisation policies and procedures
- Ensure records and reporting management contributes to a cycle of continuous improvement and is embedded in the way services are provided

#### Business Development:

- Actively contribute to growing the Allied Health business
- Promote Feros Care services through profile building activities and networking opportunities as requested
- Actively participate in the implementation of new services in line with the requirements of each program and the Feros Care Allied Health business development plans
- Actively participate in the development and implementation of new services in line with the requirements of each program and the Feros Care Allied Health business development plans

### Section B - Our Common Purpose

#### Leadership:

- Actively ensure exemplary quality processes are maintained, and identify areas for practice innovation and quality improvement, documenting the strategies implemented and outcomes are achieved
- Provide education, training and mentoring to the community and residential care team ensuring each member is empowered to support Allied Health led interventions
- Lead by example as a mentor and positive role model to all team members regardless of their role promoting '**Everyone Matters**' in the spirit of collegiality, demonstrating positive attitudes and working together
- Conduct and participate in professional support and supervision meetings as scheduled
- Attend meetings, professional development and consultation forums as required
- Ensure effective and efficient daily workload planning including travel, documentation, reporting and administrative duties

#### Leading Our Values

At Feros Care, every person plays an important role in helping us to **empower people to live their best life**. Our **BOLD Values** are unique to us and underpin our much bolder aspirations for our clients, residents, patients, participants and customers. Our values are not just words on a wall or a piece of paper, they shape how we behave and they can be felt by the people who work with us, people who visit us or people who receive services from us.

As a leader at Feros Care you are a custodian of these values and will consistently model behaviours aligned to the values that inspire others:

- **GAME CHANGERS** - *Innovators not imitators* - We are the powerhouse of reinvention. We reframe perceptions and challenge conventions.
- **TRIBAL SHAPERS** - *Together we thrive* - We bring our "A" game every day. We work to build a great culture and communities where everyone matters.
- **DREAM MAKERS** - *Powered by possibility* - We create a place where our customers' wildest vision of what's possible comes to life.
- **VIBRANT CREATORS** - *Positive and playful* - We don't fit in we stand out. Our energy is electric, our people are passionate and our purpose is real.
- **KINDNESS WARRIORS** - *Committed to care* - We give our time, energy, integrity and knowledge, but above all we give our hearts.

#### Leading with Technology

Feros Care utilises technology to not only support our clients live their best lives, but it's also the way we communicate; the way we report and document; the way we learn; the way we participate and most importantly how we engage with each other. To join us you must be:

- Willing to embrace technology solutions that will not only help our clients but also allow you to learn, participate and engage with your work colleagues and the organisation
- Confident using technology such as smart phones, tablets, laptops, video conferencing, GPS and search engines to access information and support our clients
- Eager to look for new and exciting ways to support our clients with technology that will solve issues and achieve their goals

#### Work Health and Safety (WHS)

All Feros Care staff have a duty of care and a legal obligation to ensure that they:

- Undertake work in a manner that is not harmful to their health and safety or the health and safety of others
- Comply with the Feros Care WHS Management System requirements particularly manual handling, infection control, emergency, food safety and personal protective equipment requirements
- Attend and actively participate in WHS and other mandatory training
- Monitor workplace conditions and report:
  - Ideas which may improve health and safety
  - Any work related or personal injury or illness (where it may affect their ability to work safely)
  - Any work related incident they witness, including bullying and harassment
  - Hazards and incidents including any malfunction or inadequacies of equipment
- Correct minor hazards as applicable

All staff are encouraged to be proactive and participate in activities and programs designed to improve health and safety

## Personal Attributes and Qualities:

To be highly effective in this role you will need to identify with the following personal qualities:

- Motivated by making a real measurable difference to the lives of others
- Genuinely listens and takes time to understand the real message
- Open minded, non-judgemental and respectful of clients/others choices
- Has a friendly and cheerful demeanour
- Rapidly builds and maintains strong collaborative, partnering relationships
- Analyses relevant information, quickly getting to the heart of the issue
- Actively searches out new technologies, processes, techniques and service ideas
- Has a naturally inventive and creative mindset
- Continually seeks a better way to do things
- Relishes the opportunity to promote and advocate Feros Care
- Entrepreneurial in spirit, identifying potential business opportunities
- Has an unwavering commitment to strengthening client's independence
- Considers all elements of wellness when focussing on client experience
- Pinpoints the support that is most effective in promoting self sufficiency

## Criminal History:

This position requires a mandatory National Police Check to be conducted if chosen to be the successful candidate. The National Police Check will be renewed every 3 years.

## Essential Criteria for Position:

### Essential Skills, Experience and Knowledge:

- A current Working with Children and Vulnerable People clearance or willingness to obtain one
- Proof of or willingness to be immunised in accordance with the Vaccine Preventable Disease (VPD) Policy
- Annually demonstrate your ability to meet the Occupational Therapy Board of Australia competencies for an Occupational Therapist (AHPRA)
- Provide evidence of professional development activities in order to accumulate Continuing Professional Development (CPD) points necessary for annual re-registration
- Demonstrated excellence in specialist assessment and the delivery of evidenced based occupational therapy reablement and restorative interventions
- Extensive environmental home modification and adaptive equipment prescription experience
- Experience within an ADL reablement program
- Previous experience in aged care and/or health care industry
- Well-developed organisation, negotiation, facilitation and communication skills
- Well-developed computer skills including proficiency in MS Office and client management software applications

### Qualifications, Certificates and Registrations:

- Current registration as an Occupational Therapist with the Australian Health Practitioner Regulation Agency (AHPRA)
- Current drivers licence and ability to travel using own vehicle
- Current vehicle registration including compulsory third party personal injury insurance
- Willingness to register with Medicare Australia

- It is a condition of your continuing employment that you annually demonstrate your ability to meet the Occupational Therapy Board of Australia competencies for an Occupational Therapist, hold current registration as an Occupational Therapist with the Australian Health Practitioner Regulation Agency (AHPRA) and provide evidence of professional development activities in order to accumulate Continuing Professional Development (CPD) points necessary for annual re-registration

**Essential Ability Requirements:**

- Physical suitability and competence: Physical fitness including (but not limited to): manual handling, carrying, standing/sitting for long periods of time

**Desirable Criteria for Position:**

- Private practice experience
- Upper limb rehabilitation, splinting, or lymphoedema management experience
- Dementia care and capacity assessment experience
- Ability to train, motivate, develop and provide feedback to staff in a team environment

**Summary of Specific Responsibilities**

Defined in	Responsibility
Allied Home Health and Nursing LifeLink issued Equipment : Client Services - Community	Occupational Therapist, Community Services

Other related Team/Group based responsibilities for **Occupational Therapist, Community Services**

**Incumbent Statement:**

I have read, understand and accept the above Position Description for Occupational Therapist, Community Services.

Signed: ..... Date: ... / ... / .....

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