

## OCCUPATIONAL THERAPIST - COMMUNITY MENTAL HEALTH & ADDICTION SERVICES

### 1. PURPOSE OF POSITION

This position is responsible for providing an Occupational Therapy service to Service Users/ Tangata Whaiora in the Adult Community Mental Health and Addictions service.

Although the Occupational Therapist has key accountabilities to a designated team, s/he will respond to referrals across all areas of the mental health and addiction's sector. The teams are designated by geographical area and specialty. These are North, South, Perinatal and Child and Adolescent Mental Health Services. We also have close links with Alcohol and Other Drug services and wider NGO sector.

The Occupational Therapist is expected to follow the Occupational Therapy process to identify the Service Users/ Tangata Whaiora occupational performance issues and provide appropriate intervention, recommendations and referral to other agencies, as required.

### 2. ORGANISATIONAL VALUES

The Taranaki District Health Board's (DHB) our mission (Te Kaupapa) is improving, promoting, protecting and caring for the health and well-being of the people of Taranaki. Taranaki DHB's values define who we are as an organisation, the way we work with each other, our patients, whanau and external partners. Our Te Ahu Taranaki DHB values are:

<b>Partnerships</b>	WHANAUNGATANGA	We work together to achieve our goals
<b>Courage</b>	MANAWANUI	We have the courage to do what is right
<b>Empowerment</b>	MANA MOTUHAKE	We support each other to make the best decisions
<b>People Matter</b>	MAHAKITANGA	We value each other, our patients and whanau
<b>Safety</b>	MANAAKITANGA	We provide excellent care in a safe and trusted environment

### 3. DIMENSIONS

<b>Reports to:</b>	Community Mental Health North Team Leader Professional standards - Occupational Therapy Clinical Lead Mental Health
<b>Number of people reporting to you</b>	-
<b>Financial limits authority</b>	-
<b>Operating Budget</b>	-

**4. WORKING RELATIONSHIPS**

External	Internal
Consumer & Family Advisory Groups GP's & Primary Care Providers NGOs	Community MH North Team Leader Operations Manager – Acute MHAS Operations Manager – Community MHAS MHAS Clinical Director Consumer Advisor Family Advisors MH&A Business Analyst Outcomes Coordinator Te Puna Waiora Inpatient Unit Community MH Teams Admin Team Alcohol & Other Drug Service CAMHS OT Professional Advisor Other DHB services

**5. ACCOUNTABILITIES**

Key area of responsibility	Expected outcomes
<p><b>1. Effectively provides an Occupational Therapy Service to designated Service Users/ Tangata Whaiora and Community Mental Health Team</b></p>	<ul style="list-style-type: none"> <li>• Accept appropriate referrals. ie: when Service Users/ Tangata Whaiora has, or is at risk of developing, an occupational performance issue.</li> <li>• Screen the referral to determine appropriateness and prioritise accordingly.</li> <li>• Select theoretical approach appropriate to the occupational performance issues.</li> <li>• Conduct assessments to identify the occupational performance components and environmental conditions.</li> <li>• Negotiate goals with the Service Users/ Tangata Whaiora, and where appropriate family/whanau and other involved parties.</li> <li>• Develop and implement action plans to achieve identified goals.</li> <li>• Evaluate outcomes throughout the process and discontinue intervention as appropriate.</li> <li>• Provide occupational therapy intervention to service users from the south, peri-natal, child and adolescent mental health and alcohol and other drug teams on a group and individual basis, this will be in negotiation with the team leaders and Occupational Therapy Clinical Lead.</li> </ul> <p><b>Specifics</b>                      Accepts and carries out role of key worker to specific clients as agreed within the MDT in accordance with the thirds approach whereby 1/3 of the therapist's caseload is dedicated to generic key working, 1/3 for key working of clients with occupational</p>

	<p>therapy needs and 1/3 is for occupational therapy intervention with clients who are not key worked by the therapist.</p> <p>Organises and runs skills training groups eg: Effective communication, anxiety management, social skills. This includes the delivery of groups in the South Taranaki area.</p> <p>Provides one-to-one intervention strategies. Eg: Anxiety and depression management, problem solving skills, communication skills, functional assessment and retraining, activity scheduling and vocational assessment.</p> <p>Facilitates access to community resources to widen client choice.</p>
<p><b>2. Acts in compliance with ethical, legal, professional and safety requirements</b></p>	<ul style="list-style-type: none"> <li>• Occupational Therapy practices are maintained at all times in accordance with the Code of Ethics for the profession, Occupational Therapy Core competencies, Occupational Therapy Process Standards and other legislative requirements.</li> <li>• Actions are in accordance with Taranaki District Health Board, Mental Health service and Occupational Therapy service policies, protocols and procedures.</li> <li>• Client clinical records are kept and reports completed in accordance with Mental Health and Occupational Therapy service policy.</li> </ul>
<p><b>3. Works effectively with Service users/Tangata Whaiora, family/whanau and other involved parties within the organisation and community to maintain effective therapeutic and working relationships</b></p>	<ul style="list-style-type: none"> <li>• Occupational Therapy interventions are client-centred.</li> <li>• Services are provided that respect the Service Users/ Tangata Whaiora’s cultural beliefs, attitudes and practices.</li> <li>• Liaison and communication occurs with other health professionals and relevant services and community agencies.</li> <li>• The multi disciplinary team concept is utilised to ensure effective management of the Service Users/ Tangata Whaiora occupational performance issues.</li> <li>• Contribution is made to the development of Occupational Therapy and Mental Health and Addiction services by identifying quality improvements and assisting with the implementation of service changes.</li> <li>• Statistics are recorded as per service procedure.</li> <li>• Occupational Therapy is promoted within the Mental Health and Addictions service, Taranaki District Health Board and the wider community.</li> </ul>

Organisational Accountabilities	Expected Outcome for all employees
<p><b>Health Equity</b></p>	<p>The TDHB strives to eliminate health inequalities and achieve health equity for the Taranaki population. In practical terms this means all staff are required to implement relevant health equity policies, procedures, approaches and guidelines issued from time to time including:</p> <ul style="list-style-type: none"> <li>• the Pae Ora Framework which requires:                             <ul style="list-style-type: none"> <li>○ Demonstrating the principles of Partnership,</li> </ul> </li> </ul>

Organisational Accountabilities	Expected Outcome for all employees
	<p>Participation and Protection under the Treaty of Waitangi;</p> <ul style="list-style-type: none"> <li>○ improving understanding of the determinants of ethnic inequalities in health, in particular the “Drivers of ethnic inequalities in health” and the “Pathways to Inequalities” both of which are referenced in the TDHB Pae Ora Framework, Appendix 1;</li> <li>○ Ensuring Health Equity assessment is embedded into your practise where services, policies or programmes are expected to improve outcomes for Māori;</li> <li>○ Effectively implementing health equity approaches outlined for Health Professionals in “Equity of Health Care for Maori: A Framework” published by the Ministry of Health to support He Korowai Oranga Refresh 2014, national Maori Health Strategy;</li> <li>○ Ensuring appropriate health literacy responses are used for effective engagement with Māori;</li> <li>● You must ensure accurate ethnicity data is collected or held for patients and clients you interact with by following the TDHB Ethnicity Data Collection Policy and procedures;</li> <li>● You must attend the Cultural Competency training provided by and for staff of the TDHB including Treaty of Waitangi workshop, General/Clinical Refreshers, Engaging Effectively with Maori and any other training identified as essential for staff.</li> </ul>
<p><b>Health and Safety</b></p>	<ul style="list-style-type: none"> <li>● Maintains a safe and healthy environment</li> <li>● Complies with health &amp; safety policies and procedures</li> <li>● Carries out work in a way that does not adversely affect their health and safety or that of other workers</li> <li>● Complies with procedures and correctly use personal protective equipment and safety devices provided</li> <li>● Contributes to hazard identification and management process</li> <li>● Reports accurately near misses/incidents/accidents in a timely manner</li> <li>● Participates in health and safety matters</li> </ul>
<p><b>Personal Development</b></p>	<ul style="list-style-type: none"> <li>● Fully contributes to the individuals team performance and is committed to identify and pursue opportunities for developing new knowledge and skills.</li> <li>● Participates in the performance appraisal process where personal performance and development is reviewed.</li> <li>● Willing to accept new responsibilities, acquire and demonstrate relevant new knowledge.</li> </ul>

**6. VARIATION TO DUTIES**

Duties and responsibilities described above should not be construed as a complete and exhaustive list as it is not the intention to limit in any way the scope or functions of the position. Duties and responsibilities can be amended from time to time either by additional, deletion or straight amendment to meet any changing conditions, however this will only be done in consultation with the employee.

**7. CAPABILITY REQUIREMENTS**

Capabilities are the behaviours demonstrated by a person performing the job. Capabilities identify what makes a person most effective in a role. Those listed below are expected for the **Community Occupational Therapy** team roles in the organisation. The required capabilities can change as the organisation develops and the roles change.

<b>Capability</b>
<p><b>Effective Communication</b></p> <p>Shares well thought out, concise and timely information with others using appropriate mediums. Ensures information gets to the appropriate people within the organisation to facilitate effective decision making</p>
<p><b>Decision Making/Problem Solving</b></p> <p>Demonstrates effective and timely decision making/problem solving techniques. Aware of the impact of decisions on key stakeholders and consults as appropriate utilizing available resources. Is proactive and effective when problem solving is required.</p>
<p><b>Innovation/Initiative</b></p> <p>Continually strives for new and improved work processes that will result in greater effectiveness and efficiencies. Questions traditional ways of doing things when choosing a course of action or finds new combinations of old elements to form an innovative solution.</p>
<p><b>Resilience/Flexibility</b></p> <p>Articulates differing perspectives on a problem and will see the merit of alternative points of view. Will change or modify own opinions and will switch to other strategies when necessary. Adjusts behaviour to the demands of the work environment in order to remain productive through periods of transition, ambiguity, uncertainty and stress.</p>
<p><b>Cultural Safety</b></p> <p>Demonstrates a commitment to cultural safety by meeting and exceeding the cultural needs of clients/customers/colleagues. Manages cultural ambiguity and conflicting priorities well. Understands concepts of whanaungatanga and manaakitanga and Maori cultural orientation to whanau, hapu and iwi.</p>
<p><b>Teamwork</b></p> <p>Works to build team spirit, facilitates resolution of conflict within the team, promotes/protects team reputation, shows commitment to contributing to the teams success</p>

**8. EDUCATION**

Degree/Diploma in Occupational Therapy.  
Registration with relevant Registration Board.  
Current Annual Practicing Certificate.

**9. SKILLS**

Relevant health sector clinical knowledge.  
Evidence of advanced problem solving skills, judgment and reasoning ability.  
Hold a current drivers licence.  
Experienced using IT packages that are in use within the organisation.

**10. EXPERIENCE**

Clinical experience in mental health setting desirable.