

POSITION DESCRIPTION

Program:	NextPath Assessment & Therapy
Position Title:	Occupational Therapist
Reports to:	Program Manager of Therapy and Early Childhood Services
Location:	229 Macquarie Grove Road, Camden NSW 2570
Position type:	Permanent, Part Time or Full Time
Award/Conditions:	Health Professionals and Support Services Award 2020

1. ROLE PURPOSE:

To provide specialist level, person-centred, family focused Occupational Therapy services to children and young adults with developmental delay and disabilities and to provide professional support for their families.

2. ROLE RESPONSIBILITY:

As a member of the Mater Dei Organisation and the NextPath multidisciplinary team (Speech Pathologists, Occupational Therapists and Physiotherapists), the Occupational Therapist is responsible to the Program Manager.

3. ROLE ACCOUNTABILITY:

3.1 Mission and Vision:

To demonstrate an ongoing commitment to the Good Samaritan charism, exemplifying the qualities of Prayer, Hospitality, Compassion, Love and Stewardship

3.2 Shared Vision:

To support the achievement of the vision and goals of the organisation generally and NextPath specifically.

3.3 Key Responsibilities:

1. Assessment and Intervention

- Assess and evaluate the needs of clients referred to NextPath for Occupational Therapy intervention.
- Develop and implement individual and group intervention programs to meet the needs of clients using family/person centred approaches.
- Utilise evidence-based practices when delivering assessment and therapy to clients.

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- Provide timely, high quality written assessment or progress reports to all relevant stakeholders.
 - Work in collaboration with parents, carers and team members (and other professionals where necessary).
 - Deliver programs in a range of environments that are most relevant to the child and the family, including in clinic, home, school, early education centre and other community settings.

2. Monitoring and Reporting

- Monitor each client's progress and evaluate the effectiveness of intervention strategies and share this with other team members.
- Provide regular program updates to parents and carers and encourage feedback from parents and carers on their child or young person's development.
- Maintain file notes after each interaction with a client in a timely and efficient manner.
- Provide regular, high quality written assessment or progress reports.
- Provide regular program reports and other appropriate data to the Program Manager, Senior Occupational Therapist(s) and other relevant stakeholders.

3. Team

- Work as an effective member of the NextPath team by:
 - maintaining effective lines of communication
 - offering advice and support
 - participating in team decision making
 - participating in and contributing to team meetings
 - sharing information on each client's progress and development with other team members
 - working in collaboration with parents, carers and team members
- Establish and maintain effective lines of communication with parents, carers and colleagues.
- Attend regular staff meetings and relevant professional development activities as required and requested by the Program Manager.
- Cooperate with the Mater Dei organisation WHS Policy and Procedure to ensure own personal health and safety and the health and safety of others in the workplace.
- Assist with overall budgeting and purchasing of equipment to implement Occupational Therapy programs.
- Work with Allied Health Assistants to develop their skills to implement intervention programs.

4. Family support

Support families in maximising client progress, functioning within the family and community by:

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- Developing programs of specific strategies for the client which lead to improved outcomes for the client.
 - Educating and informing the client's supporters regarding these strategies.
 - Utilising evidence-based strategies to encourage and support families to apply the skills that they have learnt.
 - Provide regular, ongoing, contemporary information and education to families regarding development of their child or young person.

***This position description may vary from time to time
depending on the requirements of Mater Dei.***

I, the undersigned, have read, understood and agree to the duties as contained in this position description.

Printed Name

Signature

Date