



## POSITION SPECIFICATIONS

<b>Position Title:</b>	Occupational Therapist
<b>Job Type:</b>	Part-Time (hours negotiable)
<b>Region:</b>	Rockhampton, Queensland
<b>MH&amp;ACCQL Facility:</b>	Mercy Aged Care Services
<b>Closing Date:</b>	open until filled
<b>Salary:</b>	Aged Care Level 1 or 2 Professional Classification
<b>Industrial Instrument:</b>	MH&ACCQL – Allied Health – Enterprise Agreement 2014-2016 Currently attracting a minimum hourly rate range of \$27.12 – \$39.92 commensurate with experience.
<b>Reporting to:</b>	Mercy Day Therapy Manager

### ENQUIRIES CONTACT

Enquiry Contact:	Jennifer Grillmeier
Telephone:	(07) 4928 0227
Email:	<a href="mailto:jgrillmeier@mercyqc.com">jgrillmeier@mercyqc.com</a>

**POSITION STATEMENT:** The Occupational Therapist will undertake a commitment to Mercy Health and Aged Care Central Queensland Limited (“MH&ACCQL”) Mission, Philosophy and Objectives, and endeavour to promote the organisation’s ethos and values in all actions and activities related to their position.

A full **Position Description** will be available upon appointment.

**APPLY:** To apply please return to where the vacancy is listed and click “apply now” which will direct you to SEEK.

### OTHER INFORMATION:

- Bachelor of Occupational Therapy (or equivalent) and eligibility for membership with the Occupational Therapy Australia are essential.
- Candidates must have current registration with Australian Health Practitioner Regulation Agency (AHPRA).
- Experience in occupational therapy treatment of adult/elderly patients.
- Candidates must have the ability to be responsible and responsive to a situation where a high level of professional autonomy exists.
- Must be effective in a multidisciplinary team and be able to demonstrate initiative, enthusiasm, and flexibility.
- The role is being offered on permanent part-time basis with flexible working hours.

## POSITION DESCRIPTION

<b>Position Title:</b> Occupational Therapist		<b>Agreement:</b> Mercy Health and Aged Care Central Queensland Limited – Allied Health – Enterprise Agreement 2014-2016	
<b>Location:</b> Mercy Aged Care Services		<b>Classification:</b> Professional Level 1 or 2	
<b>Approved by:</b>  <i>L. R. Schneider</i> Executive Officer		<b>Reports to:</b> Facility Manager/Executive Officer	
<b>Original Date:</b> 05/00	<b>Revision No:</b> 5	<b>Revision Date:</b> 12/14	Page 1 of 4 Page/s

### 1.0 Mercy Health and Aged Care Central Queensland Limited Mission and Values:

The Occupational Therapist will undertake a commitment to Mercy Health and Aged Care Central Queensland Limited ("MH&ACCQL") Mission, Philosophy and Objectives, and endeavour to promote the organisation's ethos and values in all actions and activities related to their position.

### 2.0 Position Statement:

The Occupational Therapist is responsible for the efficient and effective delivery of occupational therapy services to clients/residents of Mercy Aged Care Services.

### 3.0 Key Effectiveness Areas:

- 3.01 Mission & Values
- 3.02 Occupational Therapy Service Provision
- 3.03 Other Responsibilities

### 4.0 Key Position Responsibilities:

#### 4.1 Mission and Values

- Promote the Mission and Values of Mercy Health and Aged Care Central Queensland Limited;
- Participate in Mercy celebration and traditions;
- Attend mandatory annual Mission in-service; and
- Adhere to and promote the ethos and standards expressed in the Pocketbook of Excellent and Integrity in the Workplace handbooks.

#### 4.2 Occupational Therapy Service Provision

- Undertake assessments of client's/residents, residential or otherwise, prescribing necessary aids and/or structural modifications as required;
- Undertake pre-residential assessments of clients/residents as required;
- Maintain accurate records on clients/resident's assessments, treatment programs and progress ensuring communication is maintained where necessary with relevant staff;
- Plan, coordinate, implement and review individual and group occupational therapy treatment programs based on analysis of occupational therapy assessment data;

- Ensure supplies and equipment for occupational therapy services are sufficiently stocked and maintained in consultation with appropriate management and maintenance personnel;
- Undertake regular functional capacity and inventory level audits of equipment within both residential facilities and Mercy Day Therapy Centre;
- Trial new equipment and provide necessary training on correct and safe use to other personnel as required;
- Liaise with other health care professionals, clients/resident's families and outside agencies as required;
- Consult with management where necessary regarding equipment needs and suitability of equipment;
- Provide professional consultation on occupational therapy services to staff, allied health professionals and community members;
- Educate the general public and community workers in relation to Mercy Aged Care occupational therapy services as required;
- Participate in care conferences with families and residents where directed by management;
- Ensure all client/resident applications to outside agencies are completed and follow through with results to client's/resident's and families;
- Deliver manual handling education to employees under the direction and guidance of management and the Education Coordinator;
- Supervise occupational therapy students as directed by the Executive Officer.

#### 4.3 **Other Responsibilities**

- Accept, adhere and promote Workplace Health and Safety requirements, appropriate standards and risk management guidelines to ensure health and safety obligations are met to maintain a safe working environment;
- Participate in meetings and forums as required;
- Foster a cooperative work environment and maintain open communication through effective interpersonal skills and appropriate forums;
- Participate in and recommend quality activities aiming to improve work practices to exceed customer expectations;
- Participate in in-service programmes to assist in personal development and to satisfy the objectives of the organisation;
- Accept individual responsibility and accountability for own performance and professional development;
- Accept and adhere to all policies and procedures of MH&ACCQL and Mercy Aged Care Services; and
- Undertake other duties/responsibilities as directed by the Facility Manager/Executive Officer or other designated authority(s).

## 5.0 Qualifications and Experience:

### **Essential**

- 5.1 Bachelor of Occupational Therapy (or equivalent);
- 5.2 Current registration with the Australian Health Practitioner Regulation Agency and the Occupational Therapists Board of Australia;
- 5.3 Experience in occupational therapy treatment of adult/elderly patients;
- 5.4 Ability to be responsible and responsive to a situation where a high level of professional autonomy exists. However, must be effective in a multidisciplinary team and be able to demonstrate initiative, enthusiasm and flexibility;
- 5.5 Current Police Check.

### **Desired**

- 5.6 Experience within the Aged Care industry.