



## JOB DESCRIPTION

<b>Job:</b>	<b>Special Seating Clinical Specialist (Occupational Therapist or Physiotherapist) / Senior Clinical Engineer</b>
<b>Location:</b>	<b>Enable Ireland SeatTech</b>
<b>Contract Hours:</b>	<b>35 hours per week</b>
<b>Contract Type:</b>	<b>12 Month Contract, Full Time</b>
<b>Report to:</b>	<b>SeatTech Manager</b>

### **Overall Purpose of the Post:**

The purpose of this post is to provide a high quality specialist clinical support function to a leading national special seating service. The Special Seating Clinical Specialist applies advanced clinical knowledge, reasoning and skills in their assessment, planning, implementation, evaluation and modification of intervention programmes for service users the area of wheelchairs and special seating.

SeatTech offers a range of specialist clinical, engineering, and technical expertise necessary for the undertaking of special seating assessments, the subsequent prescription of wheelchairs & seating, and the design and manufacture of custom made special seating supports. Our mission at SeatTech is to work with people to provide them with the most appropriate wheelchairs, seating, and positioning equipment to meet their individual needs. We aim to achieve this by working together as a specialist team of caring individuals, who understand that our success is always determined by the quality of the service we provide to each person.

The Special Seating Clinical Specialist offers an expert level of support and advice, informed by a rich understanding of clinical need, to service users, supporting clinicians and other stakeholders. This support includes advanced and specialised interventions, as well as formal training.

Training delivery is an inherent part of the SeatTech service, and the Special Seating Clinical Specialist will lead the development and delivery of training packages designed for both professionals and lay-people with a professional and/or personal interest in postural management.

The Special Seating Clinical Specialist leads the delivery of suitable wheelchair and seating solutions for people with complex needs as part of the highly-experienced multidisciplinary team in SeatTech. The key priority for every member of the team is to deliver the best custom seating solution to meet each individual service user's needs in a timely manner.

The Special Seating Clinical Specialist acts in an expert clinical advisory role to Enable Ireland colleagues and colleagues from other agencies, supporting the development of their knowledge and skills by facilitating decision making through collaboration with the service user and their circle of support. The Special Seating Clinical Specialist acts as a positive and supportive colleague with strong leadership skills, and team leader as appropriate. The Special Seating Clinical Specialist works in a proactive manner to ensure that his/her productivity matches agreed targets, so that agreed deadlines are met and high-quality SeatTech products are delivered in a timely manner.

The Special Seating Clinical Specialist participates in ongoing audit and appropriate work-related research/ evaluation projects in areas relevant to the field.

## **Duties:**

### **Professional / Clinical**

- Operate within the scope of Specialist Occupational Therapy/Physiotherapy practice as per CORU requirements, or Clinical Engineer as per BEAI requirements, and in accordance with local guidelines.
- Apply advanced clinical reasoning and analytical skills to plan, grade, implement and modify interventions that are outcome-based and relevant to person's goals.
- Be recognized as a national and/or international expert within field of speciality.
- Balance clinical work with other research and educational responsibilities.
- Be responsible for a complex clinical caseload which is managed and prioritised efficiently and effectively.
- Apply and develop caseload management procedures for the management of complex cases.
- Assess for, identify and implement agreed equipment solutions for the specialist caseload.
- Exercise a high degree of professional autonomy, in the analysis of highly-complex facts or situations that contribute to the implementation of equipment solutions for the service user.
- Provide and manage an expert clinical advice service to service users, carers, colleagues and students at a local, regional and national level.
- Keep accurate and timely written and/or electronic records on the assessment, treatment, outcome and other information relevant to service users.
- Monitor and evaluate effectiveness of interventions and modify accordingly.
- Ensure the privacy and dignity of the service user is respected at all times.
  
- Promote and demonstrate best practice at all times, through:
  - Critical evaluation of relevant literature.
  - Incorporation of the most up to date research into evidence-based practice in all areas e.g. clinical guidelines and standards, assessment, treatment etc.
  - Dissemination of available evidence based information to influence the clinical practice of all staff within the area of responsibility.
- Keep abreast of research and practice developments relevant to wheelchairs and special seating, advising management on the need for improvements/changes to work practices, procedures, techniques, or technology in light of new developments.
- Use evidence-based practice and published research, audit, and outcome measures to inform, measure and evaluate own work and current practice.
- Oversee, monitor and uphold the standards of professional practice through clinical audit, supervision, and training within the area of special seating.
- Support enhanced surveillance programmes throughout a service user/service owner's life
- Develop, introduce and promote initiatives that will ensure good professional practice within SeatTech and the broader organisation.
- Be an acknowledged source of expertise within the service and organisation
  
- Demonstrate effective planning/preparation for meetings, case conferences, in-services training etc.
- Participate in relevant service and professional meetings, representing the SeatTech/Enable Ireland at meetings and conferences as appropriate.
- Serve on, and provide specialist advice to, committees/working groups that may be set up relevant to the area of special seating.
- Contribute professional expertise to wider organisation initiatives/committees/steering groups at local, national and international levels.
- Promote the profile of the speciality and profession locally, nationally and internationally.
  
- Work within the multidisciplinary team and liaise with staff to ensure effective communication in all areas of service.
- Effectively communicate with other Clinical Specialists nationally and internationally to further develop clinical excellence and research.
- Effectively communicate with all other centre personnel and with external medical personnel from other agencies.
  
- Identify service development needs and communicating these needs to relevant stakeholders.
- Identify and prioritise the requirements of the service within a constantly-changing environment, and identify the need for change in practice within the context of changing

demographic, economic and legislative needs.

### **Research**

- Understand the principles of research and research methodology which underpin an analytical approach to clinical practice.
- Identify gaps in the evidence base and initiate/facilitate research to enhance evidence based practice locally, nationally and internationally.
- Lead and facilitate, and/or participate in research projects relevant to the area of special seating.
- Take part in, and support, any relevant audit and research activity.
- Write up research, case studies, and critical reviews for publication in peer reviewed Journals/publications in the clinical field.
- Lead the dissemination of the findings both locally and in the wider health care arena at professional and national conferences etc.
- Support appropriate research initiatives to develop SeatTech's evidence-based practice
- Engage with all the relevant stakeholders in respect of research issues (e.g. Research hub, HRB etc.).
- Explore innovative ways to contribute to research in their clinical area.

### **Education and Training**

- Lead the development and delivery of wheelchair and seating assessment training packages designed for both professionals and lay-people with a professional and/or personal interest in wheelchairs/special seating/postural management.
- Educate of service owners, service users' parents, carers and staff in the positioning, handling and care of the service users/service owners.
- Maintain standards of practice and levels of professional knowledge by participating in mandatory training programmes, continuous professional development initiatives, and through attendance at courses as appropriate.
- Develop and/or implement systems to support a continuing professional development culture within the service.
- Demonstrate skilled development and delivery of teaching and learning programmes relevant to special seating.
- Contribute to undergraduate and postgraduate education within the area of special seating.
- Ensure that newly-qualified and less-experienced clinicians have adequate induction and clinical supervision and assisting in the implementation of annual staff development and performance reviews.
- Be responsible, in partnership with local management, for the practice education of student therapists through provision of placements, and through support for therapists who are practice educators within their departments.

### **Quality, Health & Safety and Risk**

- Provide a quality, flexible service that is responsive to service user needs in the context of available resources.
- Strive to eliminate unnecessary waste in all aspects of the role.
- Understand and promote the role of their service area and their department within the larger organisation and contribute to the design and implementation of quality improvement mechanisms at both a practice and organisational level.
- Have a working knowledge of the Health Information and Quality Authority (HIQA) Standards as they apply to the role, for example, Standards for Healthcare, National Standards for the Prevention and Control of Healthcare Associated Infections, Hygiene Standards etc. and comply with associated HSE protocols for implementing and maintaining these standards as appropriate to the role.
- Support, promote and actively participate in sustainable energy, water and waste initiatives to create a more sustainable, low carbon and efficient health service.
- Co-ordinate the collection and analysis of statistical information and participate in service audits.
- Contribute to strategic planning within the profession and organisation.

- Support the development and implementation of service/business plans, quality initiatives audits etc., and report on outcomes in collaboration with line manager and other stakeholders.
- Develop and monitor implementation of agreed policies, procedures and safe professional practice by adhering to relevant legislation, regulations and standards.
- Adhere to all health & safety policies:
  - Ensure the safety of self and others, and the maintenance of safe environments and equipment used SeatTech in accordance with legislation.
  - Assess and manage risk in their assigned area(s) of responsibility.
  - Take the appropriate timely action to manage any incidents or near misses within assigned area.
  - Report any deficiency/danger in any aspect of the service to the team, H&S competent person, or Service Manager as appropriate.

### **Leadership and Service development**

- Identify and prioritise the requirements for change and opportunities to improve integrated service user-centred services within SeatTech, Enable Ireland, and the wider healthcare structure, both nationally and internationally.
- Promote the delivery of a holistic, user-focused approach, which encompasses a multi-professional and inter-professional perspective.
- Design and develop new service delivery models to promote a comprehensive and integrated service within evolving healthcare structures
- Deal positively and constructively with obstacles and conflict within teams to ensure service user-focused interventions.
- Develop and implement new service initiatives and protocols of care in collaboration with line management and other appropriate stakeholders (e.g. MDT, national organisations etc.).
- Design patient care pathways with the aim of providing best practice examples.
- Challenge the standards of quality and efficiency in service provision and strive to find ways in which standards of care can be improved. Identify organisational and professional barriers that inhibit service development, and challenge current structures where appropriate.
- Plan strategically to drive positive change within the service, the profession, and the broader health care context.
- Drive and promote necessary change, and encourage others when implementing change.
- Promote SeatTech as a centre of excellence in special seating.
- Promote good team working, and a culture that values diversity.

### **Management**

- Keep up to date with developments within the health service.
- Engage in IT developments as they apply to service user and service administration.
- Be responsible for the co-ordination and delivery of service in designated area(s).
- Review and efficiently allocate resources within the designated area, in collaboration with relevant others.
- Contribute to the development and implementation of strategic service & business plans, quality initiatives, audits etc. based on up-to-date evidence-based practice, and report on outcomes.
- Foster and lead a culture and practice of;
  - Evaluating service outcomes;
  - Data collection;
  - Implementing quality improvement initiatives as appropriate.
- Oversee the upkeep of accurate records in line with best clinical governance, organisational requirements and relevant legislation e.g. FOI, GDPR
- Record, collate and submit statistics, including key performance indicators, within agreed timeframes.
- Liaise with the SeatTech Manager regarding the needs, interests and views of clinical staff.

**The above Job Specification is not intended to be a comprehensive list of all duties involved and consequently, the post holder may be required to perform other duties as appropriate to the post which may be assigned to him/her from time to time and to contribute to the development of the post while in office.**

To minimise exposure to breaches of GDPR, strict compliance is required in the course of carrying out the duties of this job and working with others. This will include but is not limited to compliance with Enable Ireland's suite of GDPR Policies & Procedures, attending all GDPR Training sessions and ensuring personal responsibility for implementing safeguards and measures as directed

### **Terms & Conditions:**

- Responsible to:** SeatTech Manager
- Probation:** A probationary period of 6 months applies, wherein three probationary meetings will take place to review your performance and suitability for appointment. The probationary period may be extended or terminated for any reason at Enable Ireland's discretion.
- Salary:** The current salary scale for this post is €59,258 to €69,068 pro rata per annum.
- Annual leave:** Annual leave entitlement is 33 days pro-rata per annum and proportionately less for less than 12 months service.
- Pension Scheme:** Enable Ireland operates a contributory pension scheme which all employees may join on earlier of 1<sup>st</sup> July or 1<sup>st</sup> January following start date.
- Medical:** The successful candidate will be required to undergo a medical assessment.
- Garda Clearance/  
Police Clearance:** These will be required for all prospective employees who will undertake relevant work or activities relating to children or vulnerable persons.
- Sick Pay:  
(If applicable)** All periods of sickness exceeding two days must be medically certified. Weekly medical certificates are required thereafter. The Company reserves the right to have you examined by its own Doctor after 3 months continuous sick leave. Upon completion of 6 months continuous service with the Company sick pay will be as follows:  
Full pay less social welfare for the first 13 weeks of sickness in any 12 month rolling period and half pay less social welfare for a further (13) weeks of sickness absence in the same 12 month rolling period
- Redeployment** In exceptional circumstances the organisation reserves the right to redeploy you to an alternative role that is suitable to your skills and experience.