

Position Title: **Occupational Therapist**

Reports To: Manager, Allied Health

Direct Reports: NIL

Primary Purpose

The role of an occupational therapist is to enable people to participate in tasks and activities that are meaningful to them including activities of daily living, attending school, play, working/volunteering, and participating in hobbies or activities of leisure. You may work with people who have developmental delays, stroke, brain injuries, learning disability, intellectual disability, autism, cerebral palsy, dementia as well as other difficulties or syndromes that can affect their participation.

Key Responsibilities:

- US To provide assessment to determine impact or limitations on participation across activities.
- US To provide intervention; including training and programs as required.
- US To document client contact (direct and indirect).
- US To provide written reports as required.
- US To collaborate in the development of discipline-specific training packages for a variety of participants internal and external, including therapy professionals and assistants, clients, families, and workers to ensure excellence in the delivery of services to our clients.
- US To network/liaise both locally and remotely to promote Unscripted Supports occupational therapy services under the guidance of your supervisor.
- US To work within the guidelines of NDIS funding with client goals in mind, using a strength-based approach.
- US To notify the NDIA Quality and Safeguarding Commission as required.
- US To maintain professional development requirements as per AHPRA guidelines.
- US To maintain current registration with AHPRA.
- US To contribute to and support research in occupational therapy within the disability field.

In addition to the primary role, the occupational therapist may contribute to the company's growth by:

- US Upholding the company's ethics and values through ethical work practices.
- US Cooperating with workplace health, safety, and environmental requirements.
- US Collaborating within the team to achieve related results.
- US Ensuring adherence to confidentiality and privacy regulations in all work activities.

Essential Criteria:

- US Bachelor/Master of Occupational Therapy.
- US Current Registration with AHPRA.
- US [Working With Children Check](#).
- US [Disability Worker Screening Card](#).
- US [NDIS Worker Orientation Module 'Quality, Safety and You' Completion Certificate](#).
- US Unrestricted working rights in Australia.
- US Australian Drivers Licence.
- US Medicare Provider Number.
- US Vaccinations compatible with QLD Health requirements.

Key Result Areas

Discipline Specific:

- US Adhere to key responsibilities.
- US Manage a diverse and complex caseload across the lifespan.
- US Target of 25 billable hours per week for full-time staff (pro rata).
- US Regular supervision with the Allied Health Manager.

Environment, Safety and Quality:

- US Adherence to the Company's Environmental, Safety, and Quality Policies.
- US Compliance with relevant legislation, regulations, and codes of practice.

General:

- US Excellent written and verbal communication skills.
- US Attend and contribute to team meetings.
- US Mentor and support other allied health professionals within the company.
- US Manage databases and filing systems pertinent to your role (reports, documentation, electronic files).

Skills and Attributes

You must possess the following skills and attributes:

- US Eagerness to learn and take direction.
- US Ability to analyse and resolve problems, seeking guidance when necessary.
- US Proactive commitment to departmental goals and objectives.