



**Occupational Therapist, Clinical Specialist (Trauma)
Job Specification & Terms and Conditions**

Job Title and Grade	Occupational Therapist, Clinical Specialist, (Trauma). (Grade Code: 3824)
Campaign Reference	25UHWA0411
Closing Date	20.11.2025 at 2pm Applications after this date and time will not be accepted
Proposed Interview Date (s)	To be confirmed
Taking up Appointment	A start date will be indicated at job offer stage.
Location of Post	University Hospital Waterford (UHW) incorporating Kilcreene Regional Orthopaedic Hospital There is currently one permanent whole-time vacancy available in University Hospital Waterford. A panel may be formed as a result of this campaign for Occupational Therapist, Clinical Specialist, (Trauma) from which current and future, permanent and specified purpose vacancies of full or part-time duration may be filled.
Informal Enquiries	Claire Maidment Occupational Therapist Manager Tel: 051 842729 Email: claire.maidment@hse.ie
Details of Service	<p>University Hospital Waterford (UHW) is a Model 4 hospital and provides a broad range of acute and regional services to the population of the South East. It is one of the 8 National Cancer Centres, and is a designated Teaching Hospital of UCC and the Royal College of Surgeons of Ireland.</p> <p>The following Specialities are provided:-</p> <ul style="list-style-type: none"> • Critical Care • Designated Cancer Centre providing Haematology and Oncology inpatient and Day Services • Emergency Medicine • Cardiology including Cardiac Cath Lab, Dermatology, Endocrinology, Gastroenterology, Nephrology, Neurology, Respiratory and Rheumatology • Endoscopy • General Medicine including Medicine for the Elderly & Acute Medicine • General Surgery, Urology, Breast, Colorectal, Vascular & Trauma Surgery • Gynaecology and Obstetrics • Paediatric services including Regional Neonatal Intensive Care Unit • Palliative Care • Radiography including Interventional Radiology, MRI and C.T. Scanning Service. • Regional ENT and Ophthalmology • Regional Trauma & Orthopaedics • Regional Laboratory Services • Regional Orthopaedic Trauma Services • Sexual Assault Treatment Unit <p>Occupational Therapy in University Hospital Waterford (UHW) is a regional service providing OT service to patients from the south east area. Regional outpatient services are provided</p>

	<p>to orthopaedics/hand therapy, rheumatology and neurology services. All other services are provided on an in-patient basis. These include, surgery including vascular, orthopaedics (mainly trauma) and medicine including general medicine, elderly care, acute stroke unit, oncology, palliative care and haematology.</p> <p>There is on-going in-service training within the department, a commitment to CPD and involvement in undergraduate training primarily with UCC.</p> <p>UHW is part of the Dublin South East RHA. The other hospitals within this group are St Vincent's Hospital, Wexford General, St Luke's General and St Tipperary University Hospital and Kilcreene Orthopaedic Hospital. Kilcreene Hospital is under the governance of UHW.</p>
Reporting Relationship	The post holder will report to the Occupational Therapist Manager
Purpose of the Post	<p>The Clinical Specialist Occupational Therapist will provide be responsible for the effective and efficient delivery of an evidence based, patient focused, quality Occupational Therapy Service in the Trauma with the commencement of a Trauma Unit in UHW</p> <p>The Clinical Specialist will work as part of a multidisciplinary team to manage a caseload of patients with complex injuries and deficits resulting from trauma.</p> <p>In addition, the Clinical Specialist:</p> <ul style="list-style-type: none"> • Serves as a leader in service improvement and development. • Develops and implements clinical evidence based practice, research and audit in the occupational therapy rheumatology service, • Provides expert guidance/consultation to other occupational therapists, students and health care professionals via education, supervision and training to ensure they have the required skills & knowledge to deliver evidenced based, safe and effective practice.
Principal Duties and Responsibilities	<p><i>The Occupational Therapist, Clinical Specialist will:</i></p> <p><u>Professional / Clinical</u></p> <ul style="list-style-type: none"> • Identify and prioritise the requirements of the service within a constantly changing environment. • Ensure that professional standards are maintained through clinical audit, supervision and training. • Operate within the scope of Occupational Therapy practice as per CORU requirements and in accordance with local guidelines. • Keep abreast of research and practice developments in relevant clinical areas. Lead and facilitate research projects relevant to the specialist area. • Develop guidelines for safe and effective Occupational Therapy practice related to the specialist area. • Act as an advanced clinical advisor to colleagues and others. • Be responsible for a clinical caseload. • Ensure a high standard of Occupational Therapy assessment, treatment and management and ensure that professional standards of practice are adhered to. • Demonstrate advanced proficiency in the ability to screen and prioritise service users according to clinical need using clinical reasoning skills. • Prioritise and maximise effectiveness of interventions to ensure service demands are optimally met e.g. appropriate delegation and onward referral. • Take a key role in discharge planning.

- Demonstrate advanced knowledge of care pathways appropriate to service users and proactively work with colleagues to design and implement processes to improve flow for service users.
- Ensure the privacy and dignity of the service user is respected at all times.
- Promote the role of Occupational Therapy in the provision of care.

Education and Training

- Participate in mandatory training programmes.
- Maintain standards of practice and levels of professional knowledge by participating in continuous professional development initiatives and attendance at courses as appropriate.
- Engage in peer support with Occupational Therapist colleagues.
- Engage in professional clinical Occupational Therapist supervision.
- Be responsible, in partnership with local General Management, for the practice education of student therapists through provision of placements and through support for therapists who are practice educators within their departments.
- Ensure newly qualified therapists have adequate induction and clinical supervision.
- Engage in the HSE performance achievement process in conjunction with your Line Manager and staff as appropriate.

Leadership and Service Development

- Understand the principles of the operational management of the care of the trauma and be responsible for the day-to-day organisation of the clinical speciality area
- Act as an expert occupational therapy clinical resource for the care of the trauma patient and occupational therapy service
- Promote the role of occupational therapy in the trauma patient
- Lead senior decision-making processes in the care of the trauma patient
- Identify and prioritise the requirements of the trauma service within a constantly changing environment
- Develop guidelines for safe and effective practice in the care of trauma occupational therapy service
- Explore and champion new initiatives, practices and models of care, in line with best practice, to improve the patient experience and outcome
- Seek to identify opportunities to assist with and contribute to strategic planning eg development of business cases
- Develop and implement new service initiatives in collaboration with appropriate stakeholders

Research

- Understand the principles of research and research methodology which underpin an analytical approach to clinical practice
- Lead and facilitate research projects relevant to care of trauma
- Collaborate with all relevant stakeholders in respect of relevant research
- Lead the dissemination of research findings locally and nationally within occupational therapy
- Explore innovative ways to contribute to research related to care of trauma
- Research and report on emerging practices and new evaluation tools for care of the trauma occupational therapy service

Health and Safety

- Promote a safe working environment in accordance with Health and Safety legislation.
- Be aware of and implement agreed policies, procedures and safe professional practice by adhering to relevant legislation, regulations and standards.
- Actively participate in risk management issues, adequately identifies, assesses, manages and monitors risk within their area of responsibility.

	<ul style="list-style-type: none"> • Document appropriately and report any adverse incidents, near misses, hazards and accidents in accordance with organisational guidelines. • 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. <p><u>Management</u></p> <ul style="list-style-type: none"> • Responsible for the co-ordination and delivery of service in designated area(s). • Review and allocate resources within the designated area, in collaboration with relevant others. • Promote quality and changes in work practices, procedures, techniques or technology having regard to the development of best practice, advanced practice and emerging practices in Occupational Therapy. • 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 the Freedom of Information Act, GDPR, and render reports and other information / statistics as required. • Develop and implement strategic service and business plans, quality initiatives, audits etc. based on up to date evidence-based practice and report on outcomes. • Work within the multidisciplinary team and liaise with staff to ensure effective communication. • Communicate with other clinical specialists nationally and internationally to further develop clinical excellence and research. • Serve on and provide specialist advice to committees / working groups that may be set up relevant to the area of clinical speciality. • Represent the department / team at meetings and conferences as appropriate. • Liaise with the Occupational Therapist Manager regarding the needs, interests and views of Occupational Therapy staff. • Promote good team working, and a culture that values diversity. • Engage in IT developments as they apply to service user and service administration. • Keep up to date with developments within the organisation and the wider Health Service. <p>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 them from time to time and to contribute to the development of the post while in office.</p>
<p>Eligibility Criteria</p> <p>Qualifications and/ or experience</p>	<p>1. <u>Statutory Registration, Professional Qualifications, Experience, etc.</u></p> <p>(a) Candidates for appointment must:</p> <ul style="list-style-type: none"> (i) Be registered, or be eligible for registration, on the Occupational Therapists Register maintained by the Occupational Therapists Registration Board at CORU. (https://www.coru.ie/) <p style="text-align: center;">And</p> <ul style="list-style-type: none"> (ii) Have five years full time (or an aggregate of five years) post registration qualification experience. Of which four years full time (or an aggregate of four

	<p>years) post registration qualification clinical experience must be in the required area of specialism.</p> <p style="text-align: center;">And</p> <p>(iii) Demonstrate a proven record of clinical excellence in the specialism.</p> <p style="text-align: center;">And</p> <p>(iv) Candidates must demonstrate evidence of continuing professional development relevant to the required area of specialism, in the form of post-graduate qualifications or relevant courses.</p> <p style="text-align: center;">And</p> <p>(v) Candidates must demonstrate achievement in the areas of clinical audit, quality improvement initiatives, practice development, teaching and research.</p> <p style="text-align: center;">And</p> <p>(vi) Provide proof of Statutory Registration on the Occupational Therapists Register maintained by the Occupational Therapists Registration Board at CORU before a contract of employment can be issued.</p> <p style="text-align: center;">And</p> <p>(vii) Have the requisite knowledge and ability (including a high standard of suitability, management, leadership and professional ability) for the proper discharge of the duties of the office.</p> <p style="text-align: center;">And</p> <p>(viii) Provide proof of Statutory Registration on the Occupational Therapists Register maintained by the Occupational Therapists Registration Board at CORU <u>before a contract of employment can be issued.</u></p> <p>2. <u>Annual Registration</u></p> <p>(i) Practitioners must maintain annual registration on Occupational Therapists Register maintained by the Occupational Therapists Registration Board at CORU.</p> <p style="text-align: center;">And</p> <p>(ii) Confirm annual registration with CORU to the HSE by way of the annual Patient Safety Assurance Certificate (PSAC).</p> <p>3. <u>Health</u> A candidate for and any person holding the office must be fully competent and capable of undertaking the duties attached to the office and be in a state of health such as would indicate a reasonable prospect of ability to render regular and efficient service.</p> <p>4. <u>Character</u> Each candidate for and any person holding the office must be of good character.</p>
Post Specific Requirements	Demonstrate depth and breadth of experience in the management of the care of the trauma patients as relevant to the role

Other requirements specific to the post	Access to appropriate transport to fulfil the requirements of the role.
Skills, competencies and/or knowledge	<p><i>The candidate must demonstrate</i></p> <p>Professional Knowledge and Experience <i>For example:</i></p> <ul style="list-style-type: none"> • Demonstrates an advanced level of clinical knowledge, clinical reasoning skills and evidence based practice appropriate to carrying out the duties and responsibilities of the role in line with relevant legislation and standards. • Applies and articulates an in-depth understanding of the therapeutic use of occupation to positively influence health and wellbeing. • Demonstrates an ability to apply specialist knowledge to best practice. • Demonstrates evidence of having applied / used appropriate assessment tools and treatments and a knowledge of the implications of outcomes for service users, particularly those with complex needs in the specialist area. • Demonstrate a willingness to engage and develop IT skills relevant to the role. <p>Planning and Managing Resources <i>For example:</i></p> <ul style="list-style-type: none"> • Balances clinical work with other research and educational responsibilities. • Provides flexible interventions to meet the varied needs of individual service users. • Demonstrates the ability to plan and manage the delivery of an optimum service in an effective and resourceful manner, within a model of person-centred care. • Demonstrates a high level of initiative, flexibility and adaptability in response to workforce demands. • Promotes the delivery of a holistic, user-focused approach, which encompasses a multi-professional and inter-professional perspective. <p>Managing and Developing (Self and Others) <i>For example:</i></p> <ul style="list-style-type: none"> • Demonstrates advanced leadership and team skills including the ability to lead by example. • Demonstrates a commitment to managing and developing self and others in a busy working environment. • Deals positively and constructively with obstacles and conflict within teams. • Demonstrates commitment to continuing professional development (CPD) and facilitates staff development by providing support such as; supervising, mentoring, coaching and formal development planning. Develops and/or implements systems to support a CPD culture within the service. <p>Commitment to providing a Quality Service <i>For example:</i></p> <ul style="list-style-type: none"> • Leads on the design, delivery and implementation of a high quality, person centred service. • Designs and develops new, innovative and non-traditional service delivery models which aim to promote a comprehensive and integrated quality service within evolving healthcare structures, overcoming any resource limitations. • Demonstrates and promotes collaborate working relationships as well as having the ability to work independently and exercise a high degree of professional autonomy. • Displays awareness and appreciation of service users and the ability to empathise with and treat others with dignity and respect. <p>Evaluating Information and Judging Situations <i>For example:</i></p> <ul style="list-style-type: none"> • Exercises a high degree of professional autonomy in the analysis of highly complex facts or situations that contribute to the implementation of a treatment or management strategy for the service user. • Demonstrates the ability to effectively analyse and critically evaluate complex information and make appropriate decisions.

	<ul style="list-style-type: none"> • Explains the rationale behind decisions confidently when faced with opposing or competing demands. Is objective but also aware of sensitivities in their approach. • Regularly quantifies and evaluates activities against service plans and takes timely action to correct potential difficulties and/or to respond to changing needs. Recognises how service constraints impact on service delivery. <p>Communications and Interpersonal Skills <i>For example:</i></p> <ul style="list-style-type: none"> • Displays effective communication skills (written and verbal) e.g. presents written information in a clear, concise and well-structured manner / communicates complex information by tailoring the communication method and the message to match the needs of the audience. • Demonstrates sound interpersonal skills including the ability to collaborate effectively with a wide range of people, colleagues, families, carers etc. • Demonstrates sensitivity, diplomacy and tact when dealing with others and is patient and tolerant when dealing with conflict or negative attitudes from others. <p>Demonstrates strong negotiation skills, remains firm but flexible when putting forward a point of view.</p>
<p>Campaign Specific Selection Process</p> <p>Ranking/Shortlisting / Interview</p>	<p>A ranking and or shortlisting exercise may be carried out on the basis of information supplied in your application form. The criteria for ranking and or shortlisting are based on the requirements of the post as outlined in the eligibility criteria and skills, competencies and/or knowledge section of this job specification. Therefore it is very important that you think about your experience in light of those requirements.</p> <p><u>Failure to include information regarding these requirements may result in you not being called forward to the next stage of the selection process.</u></p> <p>Those successful at the ranking stage of this process (where applied) will be placed on an order of merit and will be called to interview in 'bands' depending on the service needs of the organisation.</p>
<p>Code of Practice</p>	<p>The Health Service Executive will run this campaign in compliance with the Code of Practice prepared by the Commission for Public Service Appointments (CPSA). The Code of Practice sets out how the core principles of probity, merit, equity and fairness might be applied on a principle basis. The Code also specifies the responsibilities placed on candidates, facilities for feedback to applicants on matters relating to their application when requested, and outlines procedures in relation to requests for a review of the recruitment and selection process and review in relation to allegations of a breach of the Code of Practice. Additional information on the HSE's review process is available in the document posted with each vacancy entitled "Code of Practice, Information for Candidates".</p> <p>Codes of practice are published by the CPSA and are available on www.hse.ie/eng/staff/jobs in the document posted with each vacancy entitled "Code of Practice, Information for Candidates" or on www.cpsa.ie.</p>
<p>The reform programme outlined for the Health Services may impact on this role and as structures change the job specification may be reviewed.</p> <p>This job specification is a guide to the general range of duties assigned to the post holder. It is intended to be neither definitive nor restrictive and is subject to periodic review with the employee concerned.</p>	



Occupational Therapist, Clinical Specialist (Trauma)

Terms and Conditions of Employment

Tenure	<p>The current vacancy available is permanent and whole time.</p> <p>The post is pensionable. A panel may be created from which permanent and specified purpose vacancies of full or part time duration may be filled. The tenure of these posts will be indicated at “expression of interest” stage.</p> <p>Appointment as an employee of the Health Service Executive is governed by the Health Act 2004 and the Public Service Management (Recruitment and Appointments) Act 2004 and Public Service Management (Recruitment and Appointments) Amendment Act 2013.</p>
Remuneration	<p>The Salary Scale (as at 01/08/2025) for the post is:</p> <p>€ 70,698; €72,062; €73,464; €74,858; €76,251; €77,718; €79,263; €80,804; €82,040</p> <p>New appointees to any grade start at the minimum point of the scale. Incremental credit will be applied for recognised relevant service in Ireland and abroad (Department of Health Circular 2/2011). Incremental credit is normally granted on appointment, in respect of previous experience in the Civil Service, Local Authorities, Health Service and other Public Service Bodies and Statutory Agencies.</p>
Working Week	<p>The standard weekly working hours of attendance for your grade are 35 hours per week. Contracted hours that are less than the standard weekly working hours for your grade will be paid pro rata to the full time equivalent.</p> <p>You are required to work agreed roster/on-call arrangements advised by your Reporting Manager. Your contracted hours are liable to change between the hours of 8.00am and 8.00pm over seven days to meet the requirements for extended day services in accordance with the terms of collective agreements and HSE Circulars.</p>
Annual Leave	<p>The annual leave associated with the post will be confirmed at Contracting stage.</p>
Superannuation	<p>This is a pensionable position with the HSE. The successful candidate will upon appointment become a member of the appropriate pension scheme. Pension scheme membership will be notified within the contract of employment. Members of pre-existing pension schemes who transferred to the HSE on the 01st January 2005 pursuant to Section 60 of the Health Act 2004 are entitled to superannuation benefit terms under the HSE Scheme which are no less favourable to those which they were entitled to at 31st December 2004</p>
Age	<p>The Public Service Superannuation (Age of Retirement) Act, 2018* set 70 years as the compulsory retirement age for public servants.</p> <p>* <u>Public Servants not affected by this legislation:</u> Public servants joining the public service, or re-joining the public service with a 26 week break in service, between 1 April 2004 and 31 December 2012 (new entrants) have no compulsory retirement age.</p> <p>Public servants, joining the public service or re-joining the public service after a 26 week break, after 1 January 2013 are members of the Single Pension Scheme and have a compulsory retirement age of 70.</p>
Probation	<p>Every appointment of a person who is not already a permanent officer of the Health Service Executive or of a Local Authority shall be subject to a probationary period of 12 months as stipulated in the Department of Health Circular No.10/71.</p>

Protection of children guidance and legislation	<p>The welfare and protection of children is the responsibility of all HSE staff. You must be aware of and understand your specific responsibilities under the Children First Act 2015, the Protections for Persons Reporting Child Abuse Act 1998 in accordance with Section 2, Children First National Guidance and other relevant child safeguarding legislation and policies.</p> <p>Some staff have additional responsibilities such as Line Managers, Designated Officers and Mandated Persons.</p> <p>In the HSE, all Mandated Persons under the Children First Act 2015 are appointed as Designated Officers under the Protections for Persons Reporting Child Abuse Act 1998. You should check Schedule 2 of the Children First Act 2015 to see if you are a Mandated Person, and therefore a HSE Designated Officer, and be familiar with the related roles and legal responsibilities.</p> <p>Visit HSE Children First for further information, guidance and resources.</p>
Infection Control	<p>Have a working knowledge of 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.</p>
Health & Safety	<p>It is the responsibility of line managers to ensure that the management of safety, health and welfare is successfully integrated into all activities undertaken within their area of responsibility, so far as is reasonably practicable. Line managers are named and roles and responsibilities detailed in the relevant Site Specific Safety Statement (SSSS).</p> <p>Key responsibilities include:</p> <ul style="list-style-type: none"> • Developing a SSSS for the department/service¹, as applicable, based on the identification of hazards and the assessment of risks, and reviewing/updating same on a regular basis (at least annually) and in the event of any significant change in the work activity or place of work. • Ensuring that Occupational Safety and Health (OSH) is integrated into day-to-day business, providing Systems Of Work (SOW) that are planned, organised, performed, maintained and revised as appropriate, and ensuring that all safety related records are maintained and available for inspection. • Consulting and communicating with staff and safety representatives on OSH matters. • Ensuring a training needs assessment (TNA) is undertaken for employees, facilitating their attendance at statutory OSH training, and ensuring records are maintained for each employee. • Ensuring that all incidents occurring within the relevant department/service are appropriately managed and investigated in accordance with HSE procedures². • Seeking advice from health and safety professionals through the National Health and Safety Function Helpdesk as appropriate. • Reviewing the health and safety performance of the ward/department/service and staff through, respectively, local audit and performance achievement meetings for example. <p>Note: Detailed roles and responsibilities of Line Managers are outlined in local SSSS.</p>

¹ A template SSSS and guidelines are available on the National Health and Safety Function/H&S web-pages

² See link on health and safety web-pages to latest Incident Management Policy