

## Senior Orthoptist

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**Department:** Health and Community Services

**Division:** Orthoptic

**Reports to:** Head Orthoptist

**JE Ref:** HCS670

**Grade:** CS11

**JE Date:** 11/06/2020

### Job purpose

To manage the visual screening service for Jersey.

To deputise for the Head orthoptist in their absence

To undertake and manage an orthoptic caseload.

To provide teaching for other health professionals who are involved in, or have an interest in the orthoptic service.

### Job specific outcomes

Lead and develop the orthoptic visual screening service which involves liaising with the education services and other members of the ophthalmology team. Ensuring that the service is audited regularly and complies with clinical governance and national guidelines.

To deputise for the Head orthoptist in their absence ensuring that the orthoptic and optometry services continue to provide care for patients within the departments and hospitals policies and procedures.

Manage an orthoptic caseload, providing assessment, diagnosis and treatments to patients of all age groups, with a wide range of medical and neurological conditions, ensuring each client receives the treatment and support they need in a timely manner. This includes working with vulnerable adults and children and involves developing individual care plans to meet their needs.

To be part of the expert Orthoptic Service, which requires knowledge and interpretation of professional guidelines. This involves the assessment and diagnosis, treatment, planning and revaluation of patients attending as both in-patients and outpatients at local hospitals and external units where the service is provided e.g. Stroke patients on the rehabilitation ward at Overdale, visual screening in schools, ward rounds at the general hospital.

Develop specialised individual orthoptic treatment care programmes and aid junior staff in developing care packages and onward referrals as appropriate so that patients receive tailored packages comprising multi-disciplinary treatment if necessary and specialist advice to support their recovery.

Assess squint patients pre-operatively and post-operatively, discussing timing and surgery options with ophthalmic surgeons, to ensure the patients receive the most effective surgical

option and care package and, if required, the surgeon is supported as required post-operatively in adjustable suture techniques. Discuss squint surgery options with the patient/carer and possible post-operative outcomes and complications, to ensure that the implications for surgery are well understood by them and that they receive the necessary pre and post-operative support.

To ensure patients/carers understand the diagnosis, prognosis and treatment needs. This may involve vulnerable patients who have had a stroke, patients with severe learning difficulties or patients with visual or physical disabilities. There may be significant barriers to understanding especially where the diagnosis was previously unknown and the prognosis may not always be good.

To ensure patients/parents understand the diagnosis and prognosis and treatment needs. This may involve patients who have had a stroke, patients with severe learning difficulties, parents/patients with visually disabled children, parents where English is not a first language. There may be significant barriers to understanding especially where the diagnosis was previously unknown.

Adapt to unpredictable work patterns, with constant interruptions and demands to normal clinical session to deal with extra or urgent patients. Working in a variety of work setting including eye clinic, ward rounds, Overdale hospital and schools.

Liaise with the visual impairment service and peripatetic teachers for the visually impaired in the education department. Regularly relays information to consultants and nurses and other medical professionals.

Undertake continued academic, professional and clinical development (CPD) as well as regular local audits (research and development) and surveys to ensure evidence based practice. To take part in national audits and research projects.

### **Statutory responsibilities**

Active engagement, participation and compliance with any other statutory responsibilities applicable to the role, as amended from time to time.

### **Services (TIER 1,2 and 3 jobs only – DELETE if not applicable)**

- *List the primary service areas that are accountable to the role*
- XX
- XX

### **Organisation chart**

Insert an organisation chart showing this role and its line managers and reports (individual names must not be included only post titles)

## Person Specification

### Specific to the role

ATTRIBUTES	ESSENTIAL	DESIRABLE
<p><b>Qualifications</b> <i>Please state the level of education and professional qualifications and / or specific occupational training required.</i></p>	<p>Degree or equivalent in Orthoptics</p> <p>Minimum of 2 years clinical experience</p> <p>Registration with the Health &amp; Care Professional Council and Jersey Healthcare registration</p>	<p>Supervising or teaching qualification</p> <p>Driving licence</p>
<p><b>Knowledge</b> <i>This relates to the level and breadth of practical knowledge <b>required</b> to do the job (e.g. the understanding of a defined system, practice, method or procedure).</i></p>	<p>Demonstrates advanced theoretical and practical knowledge of orthoptics to deliver a high-quality practice and management of the service.</p> <p>Excellent understanding of the medical conditions that may require treatment from the service and how clients may present to the service.</p> <p>Good understanding of the relevant Health and Safety requirements and laws.</p> <p>Good understanding of the Financial directions and relevant Codes of Practice.</p> <p>Good understanding of the Data Protection Laws</p>	
<p><b>Technical / Work-based Skills</b></p>	<p>To be able to operate the full range of orthoptic equipment within the service.</p>	

<p><i>This relates to the skills specific to the job, e.g. language fluency, vehicle license etc.</i></p>	<p>To be able to train others on how to use the full range of orthoptic equipment.</p> <p>To be able to demonstrate a range of information technology skills, for example effectively use IT equipment and role critical software.</p>	
<p><b>General Skills/Attributes</b> <i>This relates to more general characteristics required to do the job effectively, e.g. effective written communication skills, ability to delegate, motivation or commitment etc.</i></p>	<p>To be able to maintain accurate and clear patient records and maintain strict patient confidentiality.</p> <p>Strong relationship building with both internal and external stakeholders up to and including at a senior and especially with service users.</p> <p>Ability to understand and manage a range of highly complex facts or situations requiring analysis.</p> <p>Strong problem solving acumen.</p> <p>Excellent communication skills, both written and verbal, which may not always be delivering good news, and communicates effectively across all levels and media.</p> <p>Ability to adapt personal style in order to influence others and gain support for ideas. Demonstrates empathy towards individual clients.</p> <p>Supports the development of and shares learning with other members of staff.</p>	

	<p>Able to remain professional effective under pressure.</p> <p>Committed to continuous service improvement and also continual professional development.</p> <p>Self directed and resourceful.</p> <p>Effective in a team and also able to motivate and delegate as necessary.</p> <p>Flexible approach to work to maximise and utilise experience and knowledge to deliver the most effective service.</p>	
<p><b>Experience</b> <i>This is the proven record of experience and achievement in a field, profession or specialism. This could include a minimum period of experience in a defined area of work if required by an external body (for example a period of post-qualification experience).</i></p>	<p>2 years post-graduate, clinical experience in orthoptics.</p> <p>Experience working in visual screening</p>	<p>Experience in delivering clinical audits.</p> <p>Experience in clinical supervising and tutoring</p>
<p><b>Criteria relating to Safeguarding</b> <i>Other requirements needed to confirm suitability to work with vulnerable people e.g. attitudes, skills, experience etc.</i></p>	<p>Enhanced police check.</p> <p>Understanding the signs of concerns in children and vulnerable adults which may lead to safeguarding concerns.</p> <p>Understanding of safeguarding procedures and policies within Jersey</p>	

**Core Accountabilities, Attributes and Behaviour Indicators**

**Delete as appropriate:**

Appointees to this role will be required to adhere to and perform their duties in line with the standards identified in the States of Jersey tier 4 core accountabilities attributes and behaviour indicators.

**The standards relevant to this tier, identified in the States of Jersey core accountabilities attributes and behaviour indicators, are to be attached in a separate document.**