

Job Description and Person Specification

Senior Occupational Therapist – Infectious Diseases

Permanent Vacancy

Reference: HR25E242

Closing Date for Applications: Monday, 20th October 2025

In-Person Interview Date: Monday, 3rd November 2025

HR Business Services,
St Vincent's University Hospital,
Elm Park,
Dublin 4.

Contact: 01 221 6062 or recruitment@svuh.ie

Title: Senior Occupational Therapist – Infectious Disease

Reports to: Reports and is accountable to the Occupational Therapist Manager

Role Summary

The Occupational Therapy Department's Medicine Team provides assessment, treatment, and rehabilitation for a broad range of medical patients, including those under the care of the Department of Infectious Diseases.

We are now expanding our team and are seeking a Senior Occupational Therapist to take up a new role within Infectious Diseases. This position will strengthen and further develop the occupational therapy contribution to patient care in this specialist area.

The role will include the management and rehabilitation of patients with complex and chronic infections, as well as those recovering from acute illness. There will also be opportunities to focus on the evolving needs of people living with HIV, including supporting the ageing HIV population.

As this is a **new role**, the successful candidate will have the opportunity to shape practice, lead quality improvement initiatives, and expand the occupational therapy contribution within an established and respected multidisciplinary service. The post also offers scope to engage in collaborative research and contribute to the evidence base in this developing specialty.

You will be joining a dynamic and supportive occupational therapy department that values innovation, leadership, and professional growth.

Key Duties and Responsibilities:

Clinical:

- Design, implement and evaluate the Occupational Therapy process, keeping the service users' therapeutic goals, needs and wishes to the fore.
- Design, deliver and evaluate self-management programmes and resources to support management of the client with infectious Disease.
- Use inter-professional screening skills, including standardised tools where indicated to identify priority areas for the person with infectious disease.
- Utilise specialist skill set to support the clinical MDT in arriving at differential diagnoses
- Enable timely identification of the most appropriate service to meet needs, including onwards referral and signposting across all sectors.
- Demonstrate a high level of clinical competence in relation to assessment and management of commonly occurring sequelae of Long Covid, including cognitive assessment and management, assessment and management of energy impairment including post-exertional malaise, and assessment and management of the impact on occupational roles.
- Design, oversee and implement a therapeutic programme to address the impact of infectious disease on occupational performance.
- Identify and where relevant, prescribe equipment as part of a patient-centred intervention plan.
- Evaluate impact of Infectious disease on work roles where relevant and within scope of the service.

- As Senior OT in Infectious Disease the post holder will be expected to utilise high level clinical skills, intervention, education and rehabilitation skills to ensure they and all Occupational Therapy staff in this area provide all patients a timely, quality and equitable service.
- This role involves working within Unscheduled Care and key to this role is an understanding and initiatives to assist patient flow
- An ability to utilise rapid sound clinical reasoning is often required by post holder.
- Due to the varied nature of clinical presentations into this area, the post holder will have clinical experience in the assessment and treatment of patients that may present with acute or established cognitive issues.
- Experience working with complex discharge planning is essential.
- Experience in complex postural assessment and prescription of postural programmes to include complex seating is required.
- When appropriate, the post holder will guide staff in the safe discharge planning that may involve arranging and undertaking home visits, assessing patients' safety within the home and making recommendations for appliances or alterations in conjunction with community services as necessary.
- Effective and timely communication is vital to this role, ensuring they and their OT teams communicate effectively in advising the family/carer and MDT towards potential OT intervention duration and OT treatment plan early on in the patient journey
- As part of the department supervision and CPD policy post holder will meet with the Occupational Therapy Manager on a regular basis, operational issues will be reviewed here as well as clinical and professional development.

Management/Administration Duties:

- The post holder will be responsible for overall organisation, development, administration and day-to-day running of the Occupational Therapy services in Infectious Disease to include long covid opd.
- The post holder will have responsibility for their own and the OT teams effective management of their caseloads utilising effective prioritisation of referrals received into the service.
- The post holder may have input along with other seniors into the development of service review / audit / research to ensure a continuous monitoring of the effectiveness of service and innovative practice where possible will be encouraged.
- To review patient's progress, record information and report to the multi-disciplinary team through clinical meetings and written reports.
- The post holder may from time to time be expected to provide families and carers with written recommendations.
- To comply with the requirements of the Freedom of Information legislation.
- To participate in family meetings and case conferences where relevant.
- To provide advice on a consultative basis to other occupational therapists within the department.
- To review and devise policies and protocols within acute medicine and /or ED / AMU as the need arises.
- To provide support, formal and informal supervision and adequate in-service training to other departmental staff grade and students, in order to safeguard the high standard of practice.
- To ensure they and all Acute Medicine ot staff provide timely administrative records and statistics to support the Occupational Therapist Manager in the administrative tasks of the Department

- To take responsibility for the maintenance and replacement of stock and equipment with possible shared emphasis on Slan Abhaile discharge stock and seating initiatives.

Education:

- Further develop and maintain clinical competence in relation to current developments in Post-Covid and Long Covid and Infectious Disease and to synthesise the implications which these may have for clinical practice.
- As part of their CPD and CORU registration, the post holder will be required to keep up to date with current trends and with developments in Occupational Therapy, including attendance at courses, quality improvements, and audits as agreed by the Occupational Therapist Manager.
- To attend and participate in the in-service programme within the department and the Hospital
- To be responsible for the organisation of clinical training of staff within Acute medicine service and /or student Occupational Therapist and / or Occupational Therapy Assistants upon request by the OT Manager with other staff members and the relevant training authorities.
- To be involved in the training of other professionals, as required, such as student nurses, medical students, allied health students.
- To ensure continuing education and development of skills of Staff Grade Occupational Therapists. To arrange regular supervision of staff grade therapists and or Occupational Therapy Assistants.
- To increase knowledge and understanding of Occupational Therapy from co-workers in St. Vincent's University Hospital.

KPIs

- The identification and development of Key Performance Indicators (KPIs) which are congruent with the Hospital's service plan targets.
- The development of Action Plans to address KPI targets.
- Driving and promoting a Performance Management culture.
- In conjunction with line manager assist in the development of a Performance Management system for your profession.
- The management and delivery of KPIs as a routine and core business objective.

General:

- To attend staff meetings and liaise with members of Occupational Therapy services.
- To be involved with quality assurance and other related projects.
- To undertake any other duties as required by the Manager of Occupational Therapy Services.

The above Job Description 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. This document must be regarded as an outline of the major areas of accountability at the present time, which will be reviewed and assessed on an on-going basis. The Hospital Structure is currently under review and therefore, reporting relationships may change.

Informal Enquiries or Role Specific Enquiries:

Ms. Sarah Mc Nally Occupational Therapist Manager IN Charge III Tel: (01) 221 4775. Email: SARAH.MCNALLY@ST-VINCENTS.IE

Person Specification

Factors	Essential	Desirable
Qualifications	<p><i>Candidates for appointment must:</i></p> <p>(i) Be registered, or eligible for registration, on the Occupational Therapists Register maintained by the Occupational Therapists Registration Board at CORU.</p> <p style="text-align: center;">AND</p> <p>(ii) 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><u>Annual registration:</u></p> <p>(i) On appointment practitioners must maintain annual registration on the Occupational Therapists Register maintained by the Occupational Therapists Registration Board at CORU.</p> <p style="text-align: center;">AND</p> <p>(ii) Practitioners must confirm annual registration with CORU to the HSE by way of the annual Patient Safety Assurance Certificate (PSAC).</p>	
Experience (length and type)	<p><i>Candidates for appointment must:</i></p> <p>(i) Have 3 years full time (or an aggregate of 3 years) minimum post qualification clinical experience.</p> <p style="text-align: center;">AND</p> <p>(ii) Have the requisite knowledge and ability (including a high standard of suitability and professional ability) for the proper discharge of the duties of the office.</p>	<ul style="list-style-type: none"> • Experience working within level IV hospital • Experience working specifically in acute medicine • Demonstrate post-qualification experience in the delivery of occupational therapy as part of the clinical management of complex fatigue, cognitive impairment, pain, and/or respiratory illnesses

Core Competencies	Education and Development Education and Development of Others Continuing Professional Development Acting as a Clinical Resource to Colleagues, Service users and Carers Providing a Quality Service The Context of Professional Practice Evidence based practice & Research Managing People Quality Service The Occupational Therapy Process Professional Practice Professional Behaviour Professional Reasoning Manage a caseload Teamwork Communication Therapeutic and Professional Relationships Occupation	
Health	Candidates 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.	
Character	Candidates for and any person holding the office must be of good character.	

Particulars of Office:

The appointment is: Whole-time, Permanent, Pensionable

Panel: A panel may be formed to fill upcoming permanent and temporary, full and part-time vacancies over the next 6 months.

Annual Salary: Occupational Therapist, Senior (grade 3301) as at 01/08/2025, pro rata

1	2	3	4	5	6	7	8	9
€63,912	€65,275	€66,681	€68,073	€69,467	€70,933	€72,478	€74,018	€75,254

These particulars are subject to change in line with overall public pay policy.

Candidates should expect to be appointed on the minimum of the salary range and in accordance with the Department of Finance guidelines.

Probationary Period: The appointees shall hold office for a probationary period of six months – The Hospital's Probation and Induction policy will apply.

Pension Scheme: The candidate will be entered into one of the Hospital Superannuation Schemes.

Working Hours: The person appointed will work a basic 35 hour week. It is important to note these posts include weekend working as part of the role in the Slaintecare Ambulance post – completing 5/7. You will be required to work the agreed roster / on call arrangements advised to you by your line manager. Your contracted hours of work are liable to change between the hours of 8am – 8pm over seven days to meet the requirements for the extended day services in accordance with the terms of the Framework Agreement. (Reference HSE HR Circular 003/2009). Flexibility on hours of attendance in response to service needs will be a requirement.

Annual leave entitlement: 29 days per annum pro rata each year. Annual leave accrued must be taken within the duration of the contract or calendar year and as agreed between the candidate and the Head of Department.

Additional Information

Confidentiality:

During the course of employment staff may have access to, or hear information concerning the medical or personal affairs of patients, students, staff and / or other health service business. Such records and information are strictly confidential and unless acting on the instruction of an authorised officer, such information must not be divulged or discussed except in the performance of normal duty. In addition records must never be left in such a manner that unauthorised persons can obtain access to them and must be kept in safe custody when no longer required.

Hygiene:

During the course of employment staff members are required to ensure that the hospital's hygiene and infection control policies are adhered to at all times. All employees have responsibility to prevent transmission of infection by adhering to and implementing optimal hand hygiene and adhering to the Hospital's Hygiene processes. Hygiene is a fundamental component of St Vincent's University Hospital's quality system to ensure the safety and well-being of its patients and staff and plays a role in the prevention and control of healthcare associated infection.

Policies / Legislation:

All Hospital policies and procedures form an integral part an employment contract and may be subject to update and revision, from time to time, in consultation with union representatives as appropriate. Employees are required to comply with all hospital policies, procedures (e.g. Dignity at Work, Trust in Care, Computer Usage Policy) and the Hospital's ethical codes of practice. Employees are required to abide by the hospital's code of behaviour and the code of practice as defined by their relevant professional body.

Protected Disclosure Policy:

See link below for more information on our Protected Disclosure Policy as per the Protected Disclosure (Amendment) Act 2022;

[Protected Disclosures - St. Vincent's University Hospital \(stvincents.ie\)](http://stvincents.ie/ProtectedDisclosures)

Please note the following:

- The Hospital Board is not responsible for loss or theft of personal belongings
- Fire orders must be observed and staff must attend the fire lectures periodically
- All accidents within the department must be reported immediately.
- In line with the Safety, Health and Welfare at Work Act (2005), smoking within the Hospital Building is not permitted.
- All staff are advised to avail of Hepatitis B Vaccination with Occupational health
- The use of personal mobile phones is prohibited.
- St. Vincent's University Hospital buildings and grounds are **smoke-free**.

Application Process: St. Vincent's University Hospital is an equal opportunities employer and is committed to promoting an environment free from discrimination in accordance with the Employment Equality Acts 1998 and 2004. The Hospital values diversity and recognises the benefits of having a workforce that reflects the community we serve. We are committed to equality of access to positions within the Hospital. All recruitment activity and documentation will encourage applications from all potential candidates without discrimination.

Interested candidates should apply for vacancies of interest by visiting the Hospital Careers pages: <http://www.stvincents.ie/Home/Careers.html>

- Note the closing date(s) for the submission of on-line applications are specified on the list of vacancies. St. Vincent's University Hospital are not able to accept late applications.
- It is the applicant's responsibility to ensure that they apply well in advance of the closing date.
- Any applications which are still in progress but have not been submitted after the closing date will not be registered by our Web Recruitment System.
- Applications for St. Vincent's University Hospital job vacancies will only be accepted through our Web Recruitment System.
- St. Vincent's University Hospital may only take into account technical issues raised by an applicant if advised to our Human Resources Department prior to the advertised closing date.

Non-European Economic Area Applicants: While St. Vincent's University Hospital is an equal opportunities employer, in line with current Department of Jobs, Enterprise and Innovation Employment Permit requirements, applications from non-European Economic Area (EEA) will only be considered in the event that an EEA citizen cannot be found to fill the vacancy. Please note that if you are a NON-EEA applicant and are unable to supply documents (listed on www.djei.ie), you are not entitled to participate in this recruitment competition. This is in accordance with the EU Community Preference Rule. Further information is available at www.djei.ie.

Former Public Service employees: Eligibility to compete may be affected where applicants were formerly employed by the Irish Public Service and previously availed of an Irish Public Service Scheme including:

- Incentivised Scheme for Early Retirement (ISER)
- Department of Health and Children Circular (7/2010)
- Collective Agreement: Redundancy Payments to Public Servants

Applicants should ensure that they are not precluded from re-engagement in the Irish Public Service under the terms of such Schemes. This is a non-exhaustive list and any queries should be directed to an applicant's former Irish Public Service Employer in the first instance.

Persons in receipt of a pension from specified Superannuation Schemes: Former Health Service and Public Sector Employees must adhere to the relevant prohibition of re-employment provisions where they have previously availed of a Public Service Voluntary Early Retirement or Ill Health Retirement Pension from any of the following Pension schemes:

- Local Government Superannuation Scheme (LGSS)
- Health Service Executive Employee Superannuation Scheme
- Voluntary Hospitals Superannuation Scheme (VHSS Officers/Non Officers)
- Nominated Health Agencies Superannuation Scheme (NHASS)
- Other Public Service Superannuation Scheme

Among the Voluntary Early Retirement Schemes referred to above are the following:

- Incentivised Scheme of Early Retirement (ISER)
- Voluntary Early Retirement Scheme 2010 (VER)

Prospective candidates must satisfy themselves as to their eligibility to be employed applying / competing for posts to be filled through this recruitment campaign.

Abatement of Pension (Section 52 of Public Service Pensions Act 2012): Where a person who is in receipt of a Public Service Pension (e.g. retired on voluntary age grounds) is subsequently appointed to another Public Service post, the Abatement of Pension Regulations apply. This means that in a situation where the total of a person's pension combined with their salary from their new post, exceeds the uprated (current) salary of the position from which they retired, his/her pension is reduced by any such excess amount. This provision applies irrespective of whether the relevant pension was accrued in the same Pension Scheme which applies to the new appointment, or in another Public Service Pension Scheme.

Shortlisting: Shortlisting will be carried out on the basis of information supplied on your curriculum vitae. The criteria for shortlisting are based on the requirements of the post as outlined in the Person Specification. Failure to include information regarding these requirements on your CV may result in you not being called forward to the next state of the recruitment process.

All overseas qualifications must be validated. No candidate can work in the Hospital without validated qualifications. If professional registration is also a requirement, candidates must provide documentation of same.

Canvassing will automatically disqualify.

Please note that you will be contacted mainly by mobile phone and email. It is important that your mobile phone number, postal address and email address are correct. It is your responsibility to ensure that you have access to your mobile voice mails and emails. We recommend that you use an email address that you have regular access to.

Competency based interviews follow the shortlisting stage of the recruitment process. Credit is awarded by the interview panel to candidates who demonstrate at interview that they possess the experience, competencies and skills listed in the person specification. Candidates will normally be given at least one weeks' notice of interview. Interviews are held in person only, no subsequent or alternative dates to dates given will be offered to candidates. All interviews are held in the HR Department of St. Vincent's University Hospital, Elm Park, Dublin 4 unless it is specifically noted otherwise in the Job Description. All posts are located in St. Vincent's University Hospital, Elm Park, Dublin 4 unless it is specifically noted otherwise in the Job Description.

Disability: Please let us know if you need any special assistance at interview, e.g. if you have difficulty in moving up or down stairs or have hearing or speech difficulties.

Candidates are notified of the result of their interview at the earliest possible date after the interview. The recommendation of the interview panel does not constitute a job offer. The process continues after the interview and includes clearance checks such as references, Garda clearance, overseas police clearance (if applicable)*, occupational health clearance, validation of qualifications and experience. A job offer is made pending satisfactory clearances. SVUH reserves the right to remove candidates from specific recruitment panels and retract job offers if satisfactory clearances cannot be obtained or are deemed unsatisfactory.

** If you lived in any country for 6 months or more from the date of your 16th birthday other than the Republic of Ireland or Northern Ireland you will be required to provide security clearance for each jurisdiction in which you have resided. Your security clearance must be dated AFTER you left that country and cover the entire period of your residence. Seeking security clearances from other countries are the responsibility of the candidate. It is a process which can take an amount of time. Therefore we would strongly advise that you commence seeking international security clearances now.*

For some recruitment competitions a panel of successful candidates may be formed as a result of the interviews. Candidates who obtain a place on the panel may, (within the life of the panel), be considered for subsequent approved vacancies. Candidates are placed on a panel in order of merit. A panel is typically live for 6 months.

It is normal procedure that candidates be placed on the first point of the relevant salary scale in accordance with the Department of Finance guidelines.

Declaration: Please read your application carefully and check for any errors or omissions. False declaration or omission in support of your application will disqualify you from appointment.

This document must be regarded as an outline of the major areas of accountability at the present time, which will be reviewed and assessed on an on-going basis.

Date: October 2025