**Contact Centre, Housing Occupational Therapy Assistant Role**

**Addendum to Job Profile (Occupational Therapy Assistant Grade G)**

* Within the Contact Centre, you will undertake assessments for housing adaptations, including straight forward Disabled Facilities Grants, making links between health, housing and social care needs and outcomes; undertaking an advisory role screening referrals, monitoring priorities and timescales; and providing advice and professional support to colleagues in housing, health and other partner organisations.
* Provide professional advice and guidance to customers of all tenures about the suitability of their home and support customers to make decisions that will best meet their needs, through adaptations or rehousing.
* Manage a busy caseload. To provide professional advice and support regarding suitable adaptations to properties to meet needs. To be able to prioritise work according to individual’s and service needs.
* Assess for and recommend minor and straightforward major adaptations in accordance with the Care Act and Housing Legislation and guidance to enable accessible environments for individuals.
* Working with housing providers and other partners to ensure that discussions and adaptations are undertaken in a person-centred manner.
* Provide professional support to people to move to accommodation suitable for their needs; working with individuals to ensure that housing choices meet their mobility needs, reduces risk and supports their wider independence, helping them to remain at home for longer.
* Completing housing reports; supporting individuals with the process for bidding for and moving to suitable accommodation. Provide a timely response to viewing potential properties and concluding on their suitability, recommending the suitability of properties for individual’s needs with or without adaptations
* Work alongside specialist Housing OT for care and housing teams; maintain an overview of individual’s wishing to move and properties available, matching needs to available properties where appropriate. Liaising with housing colleagues at an early stage regarding empty properties and those likely to become available. Make effective use of existing housing stock including previously adapted properties; support housing allocations processes and making the links between housing, adaptations, health, and social care.
* Work with providers to ensure appropriate works for meeting the needs of current and future tenants, in part to avoid future unscheduled / costly adaptations.
* Support Evidence Informed practice through regular recording of statistics and information on housing adaptations and house moves to demonstrate the value of adaptations in supporting people in their own homes and retaining their independence.
* Support Housing OT to develop and improve the service for both ASC and housing needs and adaptations .