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| **Job Title** | Sessional Optometrist |
| **Responsible to** | Optometrist Clinical Lead |
| **Responsible for** | Delivering optometric care as part of SeeAbility’s NHSE Special Schools Eye Care Service in schools.  |

**Your role**

To be a part of SeeAbility’s NHS England commissioned Special School’s Eye Care team in a London school or schools. You will be responsible for regular visits to the same school(s) with a Dispensing Optician partner during school term times only. SeeAbility Special Schools Eye Care team training will be provided to all successful applicants.

# Your responsibilities

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| **Quality:** We provide the best quality service so the people we support can achieve their goals.  |
| * Provide specialist eye care and eye care and vision information in schools to meet NHS England’s Special School Eye Care Service Specification
* To undertake SeeAbility Special Schools Eye Care Team training
* Communicate appropriately and confidently with children who have complex needs
* Communicate highly sensitive, potentially distressing information to patients’ relatives or carers, not infrequently in the presence of significant barriers to understanding learning and physical disabilities
* To manage your caseload of patients using evidence based practice whenever possible
* To be responsible for independent complex decision making in the management of individual clinical cases in areas where expert opinions may differ
* Liaise directly with parents and schools on your caseload of children (using secure NHS mail when indicated and meeting GDPR requirements). You will have the support of SeeAbility’s Special Schools Service Manager and administrators.
* To be responsible for referral of all children needing spectacle correction to the SeeAbility Dispensing Optician (and to provide spectacle dispensing services when required)
* To prescribe and advise on the use of eye drops
* To demonstrate a high degree of physical skill in the manipulation and utilisation of complex diagnostic equipment
* To effect interdisciplinary cooperation with other agencies such as local social services and educational representatives to facilitate the provision of high quality patient care
* To consider the appropriate involvement of other healthcare professionals to benefit patient care. This may include but is not limited to orthoptists, GPs, Ophthalmologists, Paediatricians, Speech and Language therapists, Occupational therapists, Physiotherapists
* To ensure accurate documentation of all interactions with patients, fellow healthcare professionals and other agencies
* Produce for all children written reports of clinical outcomes for parents, teaching staff and other professionals where that information may positively impact their professional management of the child and according to NHS England’s Service Specification and Guidelines. These reports should be produced within 5 working days of a clinical assessment in the absence of exceptional circumstances.
* Share clinical information in the most appropriate and secure way (with administrative support from the practice administrators and/or service manager)
* Where clinically indicated, refer a child for further management to an ophthalmologist, orthoptist or general practitioner.
* Transport notes, laptop and testing equipment between sites as required
* To be accountable for own actions, using initiative and judgement with regard to patient’s management working within broad health policies but able to act independently in the best interests of patient care
* To ensure a safe clean, therapeutic environment for patients, visitors and colleagues is maintained and ensure that all procedures for infection control are carried out according to policy
	+ Frequent manual handling of wheelchair users
	+ Regular repositioning of heavy equipment
	+ Frequent sitting in restricted positions
	+ Prolonged maintenance of difficult postures during the examination of patients whilst simultaneously holding or manipulating instrumentation.
	+ Intense concentration, often exceeding 2-3 hrs continuously, required in carrying out unpredictable clinical examinations
	+ Frequent interruptions during clinical examination to give advice to other staff
	+ Prolonged mental effort in dealing with patients with hearing and/or speech impairment, language barriers and uncooperative and/or challenging behaviour
	+ Calculations of mathematical formulae necessary to obtain optical powers, illuminances, working distances, magnifications etc.
	+ Informing patients, carer and parents regarding visual loss impacting permanently on quality of life
* To cultivate and sustain good communication channels with other clinical and non-clinical staff within the service to ensure safe and effective collaborative working practices
* To assist the Head of Eye Health in facilitating and undertaking risk assessments to maintain the safety of patients and staff
* In time to mentor new eye care team members as part of SeeAbility/NHSE’s training programme
* A requirement to join at least 2 SeeAbility team meetings a year.
* Demonstrate an awareness of and compliance with health and safety regulations/procedures that apply to staff, patients, and visitors within service
* To ensure that all incidents, accidents or near misses involving patients, visitors or staff are accurately reported and investigated as appropriate.
* To promptly report to the Special Schools Service Manager and the Clinical Lead for any absence from work due to sickness.
* Maintain personal and professional development to meet the changing demands of the job, participate and initiate appropriate training activities and encourage and support staff development and training
* To deliver training sessions to your assigned school annually with support from the Service Manager and Clinical Lead
* Demonstrate a commitment to evidence based practice and clinical excellence and play an active role in the introduction of this evidence to improve patient centred care
* Undertake clinical audit using appropriate research methodologies
* To ensure a working knowledge of the IT systems used by the service
* Ensure clinical records are maintained and stored in line with correct information governance procedures, including the Data Protection Act and the NHS Information Guidance Toolkit
* Support the themes, values and goals outlined in the UK Vision Strategy
* Maintain records and reports as required and ensure they are uploaded to shared information system in a timely way
* Remain up to date on developments in the field of eye health and vision and learning/multiple disability including the implications of legislation and policy
* Strive to ensure that SeeAbility embraces diversity in how it delivers its services and adhere at all times to the requirements of the General Social Care Council Code of Practice and SeeAbility’s Code of Conduct and philosophy.
* Assist in maintaining a safe working environment and to follow the requirements of SeeAbility’s Health and Safety Manual (policies and procedures) and any local codes of set working practices
* To maintain confidentiality at all times and adhere to safeguarding procedures
* To undertake other duties commensurate with the role of optometrist under the instruction of the Special Schools Service Manager and Clinical Lead
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| **Influencing:**We use our influence to ensure we champion those we support, highlight the prevalence of sight problems, associated concerns and the right to access practical support and achieve the best organisational outcomes. |
| * Act as an ambassador for the organisation by ensuring your own networks are aware that people with learning disabilities are more likely than others to have sight problems. Encourage others to consider and recognise signs and symptoms of sight problem and to take action
* To have the understanding and knowledge to share, whenever possible, the overarching goals, achievements and ambitions of the eye care and vision team and the special school eye care service with SeeAbility colleagues and more widely (including as part of interactions with families, schools and other professionals)
* In partnership with the Head of Eye Health, establish and develop inter-professional relationships within schools and within the wider local eye care landscape e.g. with HES/CCGs/STPs/LOCs /optical practices local to the schools in which you are providing a service
* Promote health education within the clinical area and advise patient, family, and others in health promotion issues
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| **Sustainability:** We each take accountability for the sustainability of our organisation investing our skills, passion and expertise to ensure we are current and relevant and effectively meet the needs of more people. |
| * To take responsibility for using all our resources wisely and monitoring the efficiency of our services, ensuring that our services are always adapting to meet the needs of the people we support.
* To contribute effectively to a high quality, comprehensive and cost effective service through cooperation with SeeAbility Managers, the Head of Eye Health and other clinical staff
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| **Talent:** We recognise the contribution of our colleagues and achieve more using each others’ skills, values and commitment. |
| * Act as an ambassador for the organisation, actively seeking and engaging with talent within your own networks and those of friends and family who could contribute towards our mission and objectives.
* To be receptive to the research plans of others and offer support when able
* Attend team, steering group and case meetings as required and undertake internal and external training appropriate to the post
* To cultivate and sustain good communication channels with other clinical and non-clinical staff within the service to ensure safe and effective collaborative working practices
* Proactively and positively contribute to the achievement of clinical outcomes through individual and team effort
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| **Partnerships:** We work in partnership with each other and external organisations and individuals to achieve our goals and strengthen the impact of our organisation and those who help us achieve our objectives. |
| * To talk passionately about our work, sharing stories about the difference it makes and reach out to individuals, companies or groups you know that might be able to support our cause either financially or by volunteering for us.
* To act as a valuable link between the service and other organisations
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**Your knowledge, experience, skills and values**

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| **Knowledge & qualifications** | * BSc Ophthalmic Optics, Optometry or Visual Science
* Member of College of Optometrists
* Post-graduate qualification in a relevant field desirable
* GOC registrant
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| **Experience** | * 2 years post qualification experience
* Advanced theoretical and practical experience across a broad range of optometric skills
* Previous experience of working with people with visual impairment desirable
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| **Skills & personal attributes** | * Demonstrable leadership skills
* Effective communicator
* Credible practitioner
* Highly motivated
* Time management skills
* Flexible / adaptable
* Mature attitude
* Clear understanding of importance of Clinical Governance
* Ability to effectively solve problems
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| **Our Values** |

