

## Job Description

Job Title	Orthotist
<p><b>Job Purpose/Summary</b></p>	<ul style="list-style-type: none"> <li>• To interact with patients, assessing their orthotic needs and discussing them, and your ideas for meeting those needs, with your mentor.</li> <li>• Gradually build up your patient caseload, increasing it with time and experience, until you carry a full clinic covering all areas of orthotics</li> <li>• To measure accurately any patients requiring an orthosis</li> <li>• To accurately complete all orders including product specification and product codes</li> <li>• Be aware of the Company's Quality system and ensure that all paperwork and job sheets are filled out correctly, legibly and promptly.</li> <li>• Ensure that your technical knowledge is kept up to date by maintaining current awareness of the latest techniques and componentry, and by working together with the technicians to ensure a full understanding of the manufacturing and repair processes.</li> <li>• To abide by the Company's health and safety policy while working in the workshop, stores and plaster room ensuring your own safety and that of your colleagues.</li> <li>• The ability to take plaster of Paris casts patients accurately and quickly when needed.</li> <li>• The ability to take accurate measurements and outlines of the patient to allow easy and accurate manufacture for all types of orthoses.</li> <li>• Basic technical skills in the adaptation of various Orthoses in the clinical environment to improve the fit and function of the orthosis.</li> </ul>
<p><b>Requirements</b></p>	<ul style="list-style-type: none"> <li>• An understanding of the different aspects and processes involved in the manufacture of different orthoses.</li> <li>• Basic IT ability is essential with knowledge of Microsoft systems.</li> <li>• In depth knowledge of pathologies commonly seen in Orthotic clinics, their presentation and long-term prognosis.</li> <li>• Logical and thorough assessment skills are needed to build a structured and detailed picture of the patient.</li> <li>• The ability to use assessment and examination skills to diagnose underlying pathologies, risk factors and orthotic best practice.</li> <li>• The ability to use the knowledge gained in assessment and diagnosis to prescribe an orthosis that best meets the functional needs and wishes of the patient.</li> <li>• Knowledge of materials used within Orthotics, their uses variations and the manufacturing processes involved in their use.</li> <li>• The ability to fit and supply a range of commonly prescribed orthoses</li> </ul>

*This job description and person specification are an outline of the tasks, responsibility and outcomes required of the role. The job holder will carry out any other duties that may reasonably be required by their line manager.*

*The job description and person specification may be reviewed on an ongoing basis in accordance with the changing needs of the Department and the Company.*