



Occupational therapy

# Children's community occupational therapy service (City)

# What is occupational therapy?

Occupational therapy (OT) helps children and young people to achieve their full potential in their ability to play, learn and look after themselves. The aim is to improve a child's level of independence and quality of life.

## About our services

In Oxfordshire we aim to provide a responsive, equitable and high quality service to enable children and young people to develop their skills and participation in their daily activities. We will spend time finding out about the child's and family's typical daily life and what they want, need or are expected to do.

We work collaboratively with other professionals, for example: physiotherapists, speech and language therapists, paediatricians, teachers, hospital OT services, the wheelchair service, voluntary agencies, social and community services and children, young people and families.

Examples of what we can help with:

- Assessment and advice on ways to increase participation in self-care - dressing, eating, toilet and bathing; School Activities: Handwriting, Scissor Skill
- Assessment for environmental supports/equipment to eg seating, tools. Improving access to the environment at home and school- assessment and recommendations for provision of specialist equipment (such as seating, self-care equipment, hoisting and slings)

## Who do we help?

We see children from 0-18 years in Oxfordshire who have a range of difficulties and disabilities which affect their ability to participate in daily activities that are below that of their overall developmental level. For example:

- Physical disabilities and complex neurological disorders who have progressive conditions and changing needs (such as cerebral palsy, acquired brain injury, spina bifida, muscular dystrophy)
- Movement and coordination difficulties (such as developmental coordination disorder, DCD)
- Other neurological and developmental disorders (such as autistic spectrum conditions)

## How do you refer?

We accept referrals through

- SPORFI and single point of access
- health professionals (such as GPs, paediatricians, SLTs, physiotherapists)
- educational professionals (such as teachers, SENCOs, EYSENITs)
- parents, guardians or young people (if already known to the service)
- PCAMHS and CAMHS (child and adolescent mental health services)
- social and community services

Referral forms and packs can be obtained from the website

[www.oxfordhealth.nhs.uk/?service\\_description=childrens-occupational-therapy-service](http://www.oxfordhealth.nhs.uk/?service_description=childrens-occupational-therapy-service)

or by contacting your local therapy admin.

## What happens after a child or young person is referred?

Referrals are screened and prioritised in accordance with OT service criteria and policies. Referrers, parents and teachers should also complete the questionnaires. You may be contacted to gain further information if needed.

When the referral meets the criteria the child is placed on a waiting list and an acknowledgement letter will be sent to the referrer and parent or guardian

An occupational therapist in your area will then make contact to arrange an assessment either at school, home or in a clinic, depending on your preference and the functional needs mentioned in the referral.

We aim to see children within 18 weeks of referral.

### What we offer:

The type of intervention provided is determined according to the needs of the child, young person and clinical pathways.

- After a referral is received, the child or young person is assessed and recommendations given to address their specific functional issues. If functional needs are addressed during the assessment process the child will be discharged at that stage. Otherwise the child or young person, parents and teaching staff are involved in setting goals or targets.
- After the goals or targets are achieved, the child is discharged from the service. Advice via telephone and email continues to be available at any time. If new issues arise the child or young person can be re-referred.

We are a confidential service.

- For young people - we will not discuss anything about you without talking to you first. We follow safeguarding guidelines.
- We offer standard or specialist equipment and minor or major adaptations to the child's environment.
- We make sure the disabled child has a safe and inclusive environment.
- We maximise the child's ability to gain control over the practical aspects of their daily life.
- We give information and advice to disabled children and their carers about other sources of help.
- We work together with a range of professionals who work with disabled children.
- We ask people who use our services for feedback and consult with them to improve services.
- We provide all assessments and equipment for looked after children.

Recommendations may include:

- a report outlining your child or young person's strengths and needs.
- written activity advice for their settings (such as nursery, school or home) and may include:
- a direct one-to-one session to implement therapy interventions, train parents or teaching assistants.
- follow-up visits to monitor progress and implement advice.

- advice on improving the child's access to his or her environment at home and school through specialist equipment and adaptations.
- training for teaching staff through training packages, such as 'move to learn', 'developing hand skills', 'sensory processing or parents' workshops.
- signposting and referral to other services (such as social and community services, SENSS physical disability service).

### Further information

A duty occupational therapist is available once a week in each locality. They can assist with referral enquiries, general advice and signposting to other services.

If you would like to contact the duty occupational therapist or gain further information regarding our service please contact your locality office.

#### **City office contact details:**

Children's Community Occupational Therapy Service  
Cornwallis House  
Cornwallis Road  
Oxford  
OX4 3NH

Tel: 01865 904 464

We are interested in your views. Is there anything we can do better?

Let us know by email:

[oxonchildrens.therapies@oxfordhealth.nhs.uk](mailto:oxonchildrens.therapies@oxfordhealth.nhs.uk)

**Any comments, compliments, or concerns please contact:**

Pauline Dobbs, children's integrated therapy manager and occupational therapist

Tel: 07770 865 155

Email: [pauline.dobbs@oxfordhealth.nhs.uk](mailto:pauline.dobbs@oxfordhealth.nhs.uk)

**Complaints:**

Please address formal complaints to: PALS and Complaints  
Warneford Hospital  
Warneford Lane  
Headington  
Oxford  
OX3 7JX

Email: [pals@oxfordhealth.nhs.uk](mailto:pals@oxfordhealth.nhs.uk)

**Confidentiality:**

All personal information will be confidential and only shared with relevant professionals after consent is obtained from a parent or guardian.

Please contact us if you would like the information in another language or different format.

**Arabic** يُرجى الاتصال بنا إذا كنتم ترغبون في الحصول على المعلومات بلغة أخرى أو بتسبيق مختلف.

**Bengali** আপনি এই তথ্য অন্য ভাষায় বা আলাদা আকারে পেতে চাইলে অনুগ্রহ করে আমাদের সাথে যোগাযোগ করুন।  
**Urdu** اگر آپ یہ معلومات دیگر زبان یا مختلف فارمیٹ میں چاہتے ہیں تو برائے مہربانی ہم سے رابطہ کریں۔

**Chinese** 若要以其他語言或格式提供這些資訊，請與我們聯繫

**Polish** Aby uzyskać informacje w innym języku lub w innym formacie, skontaktuj się z nami.

**Portuguese** Queira contactar-nos se pretender as informações noutra língua ou num formato diferente.

Oxford Health NHS Foundation Trust  
Trust Headquarters  
Warneford Hospital  
Warneford Lane  
Headington  
Oxford  
OX3 7JX

Switchboard 01865 901 000  
Email [enquiries@oxfordhealth.nhs.uk](mailto:enquiries@oxfordhealth.nhs.uk)  
Website [www.oxfordhealth.nhs.uk](http://www.oxfordhealth.nhs.uk)

Children's occupational therapy is part of the Children and Young People Directorate.

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