



Heads Up Therapies

Curriculum Vitae – Nicola Martyniak

Occupational Therapist

PERSONAL PROFILE

I am a holistic and person-centred Occupational Therapist, with over 18 years of experience completing assessments and carrying out treatment interventions in a variety of settings. I have experience of managing a team and supervising staff, taking part in training and service development, and providing support and supervision for students. I have excellent communication skills with the ability to prioritise a large caseload of both adults and children with a range of complex needs.

EDUCATION & QUALIFICATIONS

Management and Leadership (Chartered Management Institute) 2022

Distinction

The University of Salford-Occupational Therapy 2006

2:1 degree

Moorside High School 2001

GCSE 10 A*-C including Maths, English and Science

Eccles Sixth Form College (A/AS Levels) 2003

Biology- D

Physical Education- C

Psychology- B

Sociology- D (AS Level)

Moorside High School 2001

GCSE 10 A*-C including Maths, English and Science

PROFESSIONAL MEMBERSHIPS

Health and Care Professions Council

EMPLOYMENT

HCML

Case Manager

Nov 2023-present

- Completing adult and children's INA assessments and reports for both single and joint instruction cases.
- Completing progress reports and reviewing both Multi-track and Catastrophic clients' needs by repeating GAD-7/PHQ-9 psychological questionnaires.
- Frequent communication with stakeholders and providing feedback on client progress.



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- Frequent review of client clinic letters from both NHS and private providers.
- Completion of pain and functional scales to measure a client's progress.
- Creating rehabilitation plans and coordinating with a range of healthcare professionals daily.
- Researching to find the most suitable professionals for client rehabilitation depending upon their needs including clinical and neuropsychologists, speech and language therapists, and specialist physiotherapists.
- Attending training sessions and networking events with other case managers and solicitors.
- Attending discharge meetings and MDT meetings with both NHS and private rehabilitation centres.

Nable Services

Case Manager

May 2023-Nov 2023

- Meet and greet with clients with complex injuries, traumatic brain injuries, and catastrophic injuries.
- Completion of Immediate Needs Assessment (INA) reports and costings update reports.
- Recording keeping and client billable record keeping for case management fees.
- Completing goal setting and risk assessments for clients with complex support needs.
- Communicating with solicitors, paralegals, and deputies regarding client matters and feeding back on costings and recommendations for therapy and support.
- Leading and reviewing clients' needs by arranging MDT (Multi-disciplinary Team) meetings.
- Interviewing potential support workers to ensure they meet clients' needs/completing supervision with support staff.
- Liaison with client's deputies and monitoring of support worker receipts and care invoices.
- Working with the client to support their well-being, enhance quality of life and overall independence.

Occupational Therapy Team Lead, Adult Social Care

Liverpool City Council

Nov 2019- May 2023

- Leading weekly and monthly staff meetings.
- Managing staff sickness in line with HR policies and procedures.
- Completing audits of staff paperwork and urgent referrals into the service.



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- Development of internal IT systems and assessment templates on Liquid Logic.
- Large scale major adaptations planning and provision of specialist equipment to meet the needs of complex clients.
- Taking a lead on service developments and setting up tasks and finish groups.
- Providing clinical advice, formal supervision sessions and completing joint visits with staff where required.
- Meeting with clinical commissioners to identify gaps within the service and delivering staff training where required.
- Undertaking complex Moving and Handling assessments and appropriate risk assessment paperwork.
- Member of special panel for specialist equipment order consideration for all staff within the Liverpool city region.
- Management of the waiting list, including consultation with staff, completing weekly team allocation of cases and reporting figures.
- Assistance in the Disabled Facilities Grant (DFG) planning and delivery, including the introduction of regulatory reform orders and budget management.
- Management of specialist project work including single handed care and manual handling service implementation and pilot studies.

Senior Occupational Therapist

Salford NHS, Aids and Adaptations Team

July 2017-Nov 2019

- Managing a complex caseload of clients and making recommendations for minor and major adaptations.
- Working with clients with complex neurological, physical, and mental health dysfunctions, to make clinical recommendations while working with a range of other healthcare professionals.
- Completing joint visits with Social Workers, Specialist nurses, Physiotherapists and Speech and Language therapists to establish rehabilitation goals for an individual.
- Taking a lead on developing the department's assessment paperwork, processes, and policies.
- Lead within the team for integration with intermediate care teams and community neighbourhood teams.
- Completing complete Moving and Handling assessments and environmental risk assessments.



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- Joint working with social workers and taking an active role in capacity assessments/ Best Interest meetings.
- Assessing children and adults with complex needs to establish long term specialist equipment and housing adaptation requirements.

Senior Occupational Therapist, Adult Health and Social Care

Liverpool City Council

August 2016- July 2017

- Locum community Occupational Therapy post which involved completing assessments for aids and adaptations to the service user's home environment.
- Completing assessments for children and adults with specialist seating needs and complex 24-hour postural monitoring.
- Managing a large caseload and making recommendations for specialist equipment, minor adaptations, and major adaptations.
- Working with children and adults with complex neurological and complex physical, social, and cognitive dysfunction.
- Linking in with and completing joint visits with Registered Social Landlords.

Lead Occupational Therapist for a Pilot Assessment and Discharge Unit


UHSM

Oct 2015- Aug 2016

- Locum Occupational Therapy post working as part of a pilot for a new unit for patients with more complex assessment and discharge needs.
- Working as a holistic practitioner to assess patients with complex mental health and physical disabilities.
- Completing joint functional assessments alongside the unit's Physiotherapist whilst developing the therapy department.
- Attending Multidisciplinary meetings and communicating patients' needs for a safe discharge. Taking a lead role in family meetings to plan for discharge.
- Using a wide range of standardised assessment tools to ensure an evidence-based approach. Assessment tools include Tinetti (balance and gait scale), Barthel, Elderly Mobility Scale (EMS), Addensbrooke's Cognitive Examination tool (ACE), and the MOCA (Montreal Cognitive Assessment).



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- Supervising therapy assistants to ensure new starters complete key competencies.
- Service development of the therapy department by introducing weekly exercise groups, anxiety management, falls education and reminisce groups.
- Working alongside Health Care Assistants (HCA's) to assess patient's daily living skills within the areas of washing and dressing and toileting.
- Working with Trafford, Manchester, Stockport, and Cheshire East Councils to ensure a patient receives a suitable package of care for discharge.
- Completing access and home visits to gather further evidence of a patient's home environment to make suitable recommendations for a patient's discharge.
- Joint working with social workers to assess for a patient's capacity and attending weekly Best Interest meetings to discuss safest discharge destination, home versus a 24-hour placement.

Locum Occupational Therapist Adult Social Care

Rochdale Council

May 2015-Oct 2015

- Locum Occupational Therapy post assessing children and adults with Neurological difficulties and Learning Difficulties.
- Working alongside Social Work team and providing Assistive Technology equipment such as bed sensors, epilepsy sensors and carer alert systems.
- Joint working with the Sensory team and community therapy team including falls and memory clinics to ensure the client has the right support and services in place.
- Fitting Just Checking systems for assessment periods to support recommendations to clients and ensure a client has suitable package of care within the home.
- Assessing clients with learning difficulties and a range of neurological conditions and providing with Buddi tracking devices to maintain safety and independence within the community.
- Working on Liquid Logic computer system to record notes following assessment and using Microsoft Windows including Word, Outlook, and Excel to organise caseload.

Occupational Therapist Adult Social Services

Wigan Council

Aug 2010- May 2015

- Completing assessments to make suitable recommendations to maximise an individual's independence.



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- Completing Environmental home assessments for adults with complex neurological needs.
- Making recommendations for equipment and adaptations whilst following departmental guidelines and risk protocols.
- Taking the lead in screening referrals and allocating them to other team members.
- Covering Occupational Therapy Duty to assist with queries and complaints.
- Taking part in service development and devising Reablement programmes, whilst communicating with other health professionals.
- Completing observational assessments to establish realistic goals for service users within the areas of self-care, productivity, and leisure.
- Completing assessments and providing assistive technology equipment to prevent hospital re-admission including medication dispensers and Careline pendants.
- Completing major schemes for adults and children such as an extension to their property, assessing and making recommendations for wet rooms, stair lifts, and vertical lifts.
- Working within departmental guidelines such as The Care Act (2014) and best value.
- Completing Falls Risk Assessment tools (FRAT) and referring clients to appropriate teams integrating health and social care.
- Preparing reports and writing letters to GPs for feedback on intervention and progress when appropriate.
- Experience of working with a wide range of individuals with a variety of medical conditions and knowledge of how these conditions can impact on a person's day-to-day ability to function.
- Linking in with external agencies such as Age UK, Creative Support, Carers teams, Pensioners Link, and Active Living.
- Computer systems used throughout the duration of the post include SWIFT and Allis.

Rotational Occupational Therapist)

Ashton Leigh and Wigan PCT

Oct 2006- Aug 2010

Rotational Occupational Therapy post including 12 months within an Intermediate care setting, completing assessments and treatment programs to prevent hospital re-admission, improving an Individual's independence. Took a lead role in the falls program and taught clients chair-based exercises. 12 months within a community Paediatric setting which involved assessing children with



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developmental difficulties within schools, at home, and in the clinic. Setting goals with children and applying theory such as 24-hour Postural Management to assess for suitable seating, Sensory Integration to therapy programmes and undertaking standardised assessments to establish baseline prior to treatment intervention.

- Paediatric seating clinics and taking a lead in group therapy sessions within schools.
- 12-month rotation in Orthopaedics and Rheumatology, assessing clients following surgery and educating them on post-op protocols, teaching dressing skills with the use of small aids. Ensuring safe discharge home working alongside the Social Work team.
- 12-month rotation in a community Mental Health setting which included leading one-to-one treatment plans for graded exposure work and leading anxiety management groups for client groups within the community.
- Working alongside other healthcare professionals such as Clinical Psychologists and community Psychiatric Nurses and attending best-interest meetings.
- Close links and joint working with the Learning Disability team to establish a client's needs.



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