

## **Curriculum Vitae**

### **Sarah Lowndes – Clinical Case Manager Total Case Management Limited / Occupational Therapist**

Office C4, Frodsham Business Centre, Bridge Lane, Frodsham, Cheshire WA6 7FZ

Email: Sarah.lowndes@totalcm.org.uk

Mobile No. 07930887867

### **Employment experience –**

#### **Clinical Case Manager – Total Case Management – Nov 2022 – Present**

I currently manage a case load of several clients with all different cognitive and physical abilities and needs as a result of their brain injuries that have been sustained during birth or accidents since birth. I work closely with all my clients, their support teams and families to ensure that their care is unique to them and their needs. I review all care plans, risk assessments and support plans to ensure they continuously meet the client's needs. I chair regular team and multidisciplinary meetings to certify that all needs are identified and met and action any requirements in a timely manner. I oversee staff supervisions, appraisal, daily and monthly paperwork and audits done on the team to ensure high standards of care are provided. I have lots of previous recruitment experience that I am now utilising for clients to ensure they are receiving the best and most cost effective care possible.

#### **Senior Occupational Therapist -June 2019 – Nov 2022**

Specialising in Critical Care unit and Surgical wards, my role involved managing and prioritising large caseloads of patients with various illnesses and abilities. I assessed patients physical and cognitive needs and created reports to support them on their rehab/discharge journeys. Management of daily running and delegation of the team tasks and supervision and management of junior members of staff and students. I was also involved in recruiting appropriate staff for positions in the team. Developing the OT service and role within all areas of specialty. Development and implementation of discharge plans, referrals, identifying and assessing equipment needs, development of moving and handling plans, training of staff, patients and families. I had a duty of care to advocate for all my patients and attended multidisciplinary team meetings and best interest meetings as required.

#### **Personal Assistant April 2018 – June 2019**

I worked with multiple adults and children with complex care, brain injuries and respiratory needs. I gained a large understanding and working knowledge of clients medical conditions and care procedures and how they impacted on their daily and quality of life. I continuously developed my communication skills and style to ensure effective communication and interactions with individual clients and their families. I was responsible for all aspects of the clients care and documentation when working with each client and highlighted any issues or reviews required to ensure a high standard of care was met. I learnt a in depth knowledge of equipment and services available for people with brain injuries and complex needs and how to refer and source if needed.

#### **Personal Assistant Feb 2016 – April 2018**

I worked with a quadriplegic adult with complex care and respiratory needs, my responsibilities where to ensure all wound care and positioning of her was tended to on shift. I learnt to prioritise daily tasks around the clients planned activities. Record keeping and team communication was crucial to ensure high quality care was provided and to the clients quality of life. Transferable skills from this job include an extensive insight into the demands for the support worker and client when needs are met at a high standard. I also gained experience in supporting someone living independent with their own support team that was managed by the client. I gained vast amount of clinical knowledge that enhanced my knowledge of others medical issues and how they impact on their daily lives.

*I attended a access to higher education course after finishing my maternity leave from the below job and resumed working shortly after starting the course.*

#### **Healthcare Worker - May 2012 – Sept 2015**

I worked with adults with severe mental health issues and brain injuries within a secure unit. This setting allowed me to learn how detaining people and restricting their rights impacts them physically and mentally and how this effects there participation in everyday tasks. This gave me insight into how people with physical and cognitive disabilities are also restricted in their decisions and rights and how this may affect them and

their families. This taught me how to remain mindful of individuals needs and their decisions whilst being able to promote their independence and working in their best interests.

*A little over a 12 month period Working Abroad  
March 2011 - May 2012*

### **Support Worker - Aug 2008– March 2011**

I started working with adults with severe learning disabilities and brain injuries when I was only 19 and became passionate about supporting people with additional needs. I gained experience in moving and handling people in various ways and learnt how to identify equipment needs and refer for them. I learnt how to advocate for people appropriately and communicate with clients in many ways along with people involved in their care. I learnt how brain injuries effect people in different ways, this have given me the tools to be able to adapt my approach to suit individual's needs.

*Previous employment can be supplied on request if required for 2008-2004*

### **Training**

Training so far:

Case manager introductory training, First Aid, Numerous Brain injury courses, Role of the Deputy, Care from the services users perspective.

As an OT I was also a moving and handling trainer for staff and my Annual mandatory trainings included Fire safety, Moving and Handling, First Aid, conflict resolution. Numerous brain injurie trainings, cognitive training, brain injury and cognitive assessments, discharge planning, brain injury rehabilitation on a Critical Care unit, Management skills development course.

Additional training from previous employment includes - Safeguarding and accountability, Food hygiene, Breakaways, TMVA, CPR and defibrillation, Fire safety, Health and safety, Manual Handling, Conflict resolution, Mental health act code of practice, Protection of vulnerable adults, Infection control, Handcuff training.

### **Education**

#### **University of Cumbria**

BSc Hons Occupational Therapy

#### **Riverside College Halton**

Access to HE Diploma in Allied Health Professions

#### **Riverside College**

AS levels

#### **St Chads RC High**

Finished the year of 2004

### **Additional information**

HCPC registered

Member of BABICM

Full and clean driving licence