

# JOB DESCRIPTION

JOB DETAILS	
<b>Job Title</b>	Senior Orthopaedic Practitioner
<b>Reports to</b>	Band 7 Senior Sister
<b>Band</b>	Band 6 (Subject to formal matching)
<b>Department/Directorate</b>	Trauma & Orthopaedics

JOB PURPOSE
<p>To assist in the delivery of a high-quality Fracture clinic service, within the Royal Devon University Healthcare NHS Foundation Trust.</p> <p>This post is predominantly based in the plaster room (Fracture clinic), you will be expected to work autonomously as an Orthopaedic practitioner, leading by example, and ensuring all practice is in line with the British Orthopaedic Association (BOA) casting framework.</p> <p>The post holder will be responsible for the provision of clinical leadership to the Fracture clinic team, and will be expected to efficiently manage the day to day running of the department, escalating any concerns to the Clinical Matron/Senior Sister as appropriate.</p>

KEY RESULT AREAS/PRINCIPAL DUTIES AND RESPONSIBILITIES
<ul style="list-style-type: none"> <li>The provision of a safe, effective, patient centred Fracture clinic service, ensuring best practice and Trust policy is adhered to, at all times.</li> <li>To monitor and evaluate service delivery requirements, patient attendance figures, and departmental staffing, escalating concerns as appropriate in order to maintain safety.</li> <li>To assess individual care needs, develop, implement and evaluate complex programmes of care.</li> <li>To effectively lead the Fracture clinic team through exceptional role modelling behaviours, and to efficiently identify and then address any areas that may require improvement.</li> <li>To assist the patient in their journey through the department, maintaining safety, protecting their dignity, and obtaining feedback on service provision/patient experience, implementing changes where necessary.</li> <li>Co-ordinate and deliver appropriate training and Education in Plaster of Paris (POP) application /care to relevant areas within the Trust, and assess competency levels to ensure patient safety is maintained.</li> <li>Participate in audit and produce action plans where appropriate to improve identified areas of practice.</li> <li>To monitor incident forms, investigating as necessary and identifying risks.</li> <li>To participate in Serious Event Audits and SIRS investigations relating to Fracture Clinic.</li> <li>Actively assist the Clinical Matron and Senior Sister in the identification of 'high risk' patients, and engage in the reduction of cast related pressure damage through robust assessment, care delivery, education and training.</li> <li>Act as an expert resource within and outside the Trust, informing colleagues of local and national trends and innovations in practice.</li> </ul>

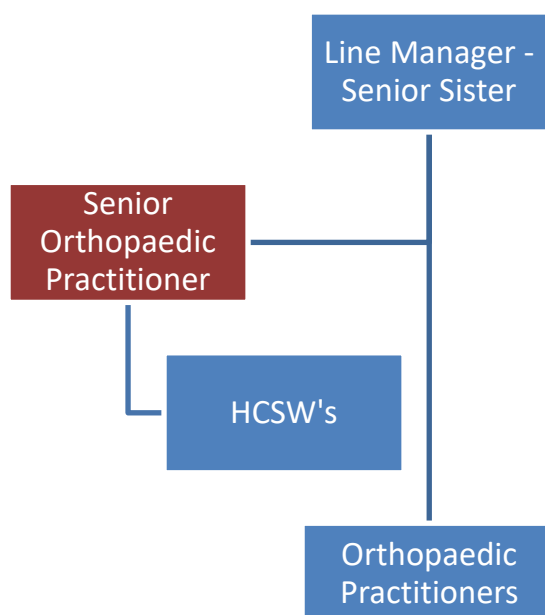
KEY WORKING RELATIONSHIPS
<p>Areas of Responsibility:</p> <p>The post holder will be responsible for managing a large caseload of patients who require input from the Fracture clinic service, including cast application and or wound assessment within the Plaster room located in Fracture clinic.</p>

The provision of a specialist Diabetic Podiatry/high risk casting clinic if required, and training and education on the safe application of POP casts to relevant areas within the Trust/Satellite Fracture clinics as required.

The post holder will work closely with the wider Fracture clinic MDT team, and departments/wards within T & O and Plastics. The post holder will also work closely with Community services who are responsible for the care of patients in casts/devices, to ensure that risk of pressure ulcer development is minimised.

Internal to the Trust	External to the Trust
<ul style="list-style-type: none"> <li>• Senior Sister Fracture clinic &amp; Jubilee Ward.</li> <li>• Clinical Matron – Surgery Care Group.</li> <li>• Fellow Orthopaedic Practitioners.</li> <li>• Consultant Orthopaedic Surgeons and medical staff.</li> <li>• Orthopaedic Outpatients.</li> <li>• Plastics.</li> <li>• Physiotherapists.</li> <li>• Senior Healthcare Support Workers.</li> <li>• Trauma Nurse Practitioners.</li> <li>• Tissue Viability.</li> <li>• Diabetic podiatrist.</li> <li>• Emergency department staff.</li> <li>• Patients.</li> <li>• Orthopaedic Wards &amp; Theatres.</li> <li>• Fracture clinic Administration and clerical staff</li> </ul>	<ul style="list-style-type: none"> <li>• Community Hospitals/other NHS Healthcare organisations/providers.</li> <li>• Patient transport services.</li> <li>• Multi-lingua translation service.</li> <li>• Residential and Care homes.</li> <li>• Community Nursing teams/District Nurses.</li> <li>• BOA.</li> </ul>

## ORGANISATIONAL CHART



## FREEDOM TO ACT

- The post holder will be required to make decisions independently with regards to their job role. All clinical decision making and provision of treatment is supported by local Trust guidelines, and are in accordance with the BOA Casting Framework.
- The post holder will be required to manage resources within budgetary limits.

- The post holder would be required to actively promote development and innovation in practice relating to all aspects of Fracture management, and pressure ulcer reduction, secondary to cast application.
- To practice in accordance with the British casting certificate guidelines and Trust policies, Procedures and guidelines.

### **COMMUNICATION/RELATIONSHIP SKILLS**

- The post holder will be required to communicate efficiently and compassionately with the patient caseload, their immediate team, the wider MDT, and health professionals within the community.
- This will incorporate appropriately managing patient demand and expectations regarding treatment times, which may vary depending on workload and staffing levels.
- The post holder will be dealing with both the older population and children on a daily basis, and will be required to adjust communication styles/utilise aids as required to maintain efficient dialogue.
- The post holder will be required to provide expert advice and effective education using appropriate strategies and opportunities to relevant staff, patients and their families.
- Ensure appropriate written and verbal advice is provided to patients and carers regarding their treatment, knowing when to seek assistance if unable to advise competently.
- The post holder will need to have face to face contact with patients during a clinic setting. They will also be required to contact patients over the phone, via e-mail and via written form.
- Establish and maintain effective professional networks within and without the organisation.
- Utilise different communication styles/methods dependant on individual specific requirements.
- Engage in potentially challenging conversations with staff regarding performance issues or policy breaches if identified.

### **ANALYTICAL/JUDGEMENTAL SKILLS**

- Appropriate assessment of complex patient risk factors prior to cast application, and escalation to Consultant if cast prescription is not suitable due to patient risk status. Problem solving skills to enable identification of appropriate alternative immobilisation device where appropriate.
- Assessment, treatment and documentation of any wounds/skin integrity prior to cast application, and escalation to the Consultant/ Senior Sister / TVCNS if skin damage evident.
- Liaise with Practice Nurse / District Nurses when required to ensure wound care follow up in the community is initiated.
- Assist with recording and evaluation of care given through a system of clinical audit.
- Ensure that patient 'alerts' on Epic are investigated prior to scheduled appointment, communicating necessary information to wider team to ensure that patient safety is maintained and relevant policies are followed.
- Assess new referrals and triage safely, plan clinical treatments and deliver those in a timely, safe manner.
- The Plaster room patient caseload will require continuous monitoring to ensure workload is manageable, including referrals for the same day casting service. This is essential to ensure patient expectations regarding review times are managed, and patient safety is maintained.

### **PLANNING/ORGANISATIONAL SKILLS**

- The post holder will need to plan their own working day to include monitoring of their scheduled caseload, and arranging any additional patient flow through the plaster room effectively.
- They will need to ensure that patients are reviewed in a timely manner, and that all relevant documentation is completed following care provided.
- The post hold will be required to support any Trainee Orthopaedic Practitioners based in the department with the completion of the BCC syllabus, including identifying relevant practical learning opportunities for the individual in the workplace.

### **PATIENT/CLIENT CARE**

- The post holder will need to provide expert advice and planning at clinical and organisational levels regarding Fracture clinic service and casting provision.

- Consistent assessment of individual patient risk factors prior to cast application ensuring patients physical, social and psychological needs are met.
- Escalation of high risk or 'vulnerable' patients to the Senior Sister and relevant Orthopaedic Consultant.
- Undertake the application and removal of plaster of Paris/synthetic casts and other forms of supportive bandages and orthotics in line with BOA casting framework.
- Undertake intermediate wound care and dressings, escalating complex wounds to Senior Sister, plastics or Tissue Viability Clinical Nurse Specialist.
- Where the post holder has appropriate skills, undertake basic assessment of Trauma patients requiring surgical fixation including venepuncture and ECG.
- Ensure that patients with casts or splints can mobilise safely, referring them to the Physiotherapist if any concerns identified, or if appropriate qualification allows, to advise patient directly.
- To work in partnership with patients and their relatives / carers ensuring care is delivered in an accurate efficient manner.

### **POLICY/SERVICE DEVELOPMENT**

- With regards to service provision and future developments, the postholder is required to promote clinical practice developments based on best available evidence, and to ensure this practice is undertaken by junior Orthopaedic Practitioners.
- Responsible for evaluating new evidence and updating local policies and procedures with assistance from the Senior Sister.
- Ensure evidence-based, effective and consistent clinical care pathways are maintained, in line with available research.
- The post holder will also be required to ensure they are kept updated with relevant BOA courses/refreshers, in order to ensure practice is current, and disseminate learning as required to other Orthopaedic practitioners.
- To coordinate training and education in the application of Plaster of Paris (POP) to relevant areas within the RDUH, ensuring competencies are completed.
- Assist the Senior Sister in the ongoing development of Epic functionality for risk assessment and monitoring of patients placed in Orthopaedic devices and casts.
- Actively promote development and innovation in practice relating to casting/fracture management.

### **FINANCIAL/PHYSICAL RESOURCES**

- The post holder will be required to manage resources within budgetary limits.
- Use of Unit 4 for ordering consumables/patient appliances.
- Be financially aware when ordering stock and pharmaceutical items.
- Rotate stock and manage without causing financial loss.
- Responsible for assisting with the cleaning and restocking of the Plaster Room, ensuring the environment complies with Health and Safety Legislation and Trust Policy.

### **HUMAN RESOURCES**

- Day to day management of Fracture clinic staff (Orthopaedic practitioners, HCSW and admin team).
- Co-ordinating the provision of teaching and education to other departmental staff members/trainee Orthopaedic practitioners and students.
- Act as a professional role model to members of their own team and other health professionals.
- Health roster manager access to build departmental rosters and to verify shifts including sickness, annual leave.
- To order bank staff when necessary and verify shifts worked.
- Accessing Learn + to undertake 121 and complete appraisals for Fracture clinic team.
- Delivering training and education to satellite clinics away from normal place of work as required.

### **INFORMATION RESOURCES**

- Regular use of EPIC and radiology platforms such as Insigna / Webpacs, to perform ongoing review of the patient's fracture management and audit.

- Responsible for the accurate documentation of all casting activity and procedures on the electronic integrated patient record (EPIC)

## **RESEARCH AND DEVELOPMENT**

- Promote clinical practice developments based on best available evidence.
- Responsible for evaluating new evidence and updating local policies and procedures.
- Ensure evidence-based, effective and consistent clinical care pathways.
- Critically review and disseminate new information to relevant staff.
- Appraise clinical practice in relation to the evidence base through participation in multidisciplinary research, independently or collaboratively.
- Responsible for the planning and then provision of robust training and education to areas within the Trust who use POP/care for patients in casts. This will include ensuring competencies are completed and trained staff are up dated on a yearly basis.

## **PHYSICAL SKILLS**

- To be able to engage in manual handling in line with Trust policy, and undertake frequent holding/positioning of limbs during cast/splint application.
- Completed competencies in the use of Plaster saw, cutters and other relevant equipment required for patient care/treatment in the Plaster room.

## **PHYSICAL EFFORT**

- To include holding limbs for cast application, or removal.
- Assisting patients where required on to treatment couch, and positioning limbs appropriately for cast application.

## **MENTAL EFFORT**

- Working pattern is predictable, however due to the volume of patients who need to access the service from different areas within the Trust, the post holder will need to be able to efficiently re-configure workload. For example, patients attending Fracture clinic, Plastics Trauma patients, ED, Orthopaedic ward patients, PEOC OPD, Theatres etc.
- Frequent requirement for concentration whilst treating patients and delivering training.

## **EMOTIONAL EFFORT**

- Frequent exposure to distressing or emotional circumstances, such as dealing with patients with life changing injuries, tissue viability concerns, and staff issues such as performance or capability issues.

## **WORKING CONDITIONS**

- Working with casting materials and equipment.
- Working with children in addition to adults.
- Disposing of hazardous waste, including Gypsum appropriately.
- Frequent exposure to malodorous, exuding and infected wounds on a regular basis.
- Occasional exposure to aggressive patients/family/carers.
- Regular need to drive around the geographical area covered by RDUH.
- Regular VDU use.
- Ability to deliver patient care in a variety of settings including hospital wards, outpatient clinics and satellite RDUH Fracture clinics.

## **OTHER RESPONSIBILITIES**

Take part in regular performance appraisal.

Undertake any training required in order to maintain competency including mandatory training, e.g. Manual Handling

Contribute to and work within a safe working environment

You are expected to comply with Trust Infection Control Policies and conduct him/herself at all times in such a manner as to minimise the risk of healthcare associated infection

As an employee of the Trust, it is a contractual duty that you abide by any relevant code of professional conduct and/or practice applicable to you. A breach of this requirement may result in action being taken against you (in accordance with the Trust's disciplinary policy) up to and including dismissal.

You must also take responsibility for your workplace health and wellbeing:

- When required, gain support from Occupational Health, Human Resources or other sources.
- Familiarise yourself with the health and wellbeing support available from policies and/or Occupational Health.
- Follow the Trust's health and wellbeing vision of healthy body, healthy mind, healthy you.
- Undertake a Display Screen Equipment assessment (DES) if appropriate to role.

#### **APPLICABLE TO MANAGERS ONLY**

Leading the team effectively and supporting their wellbeing by:

- Championing health and wellbeing.
- Encouraging and support staff engagement in delivery of the service.
- Encouraging staff to comment on development and delivery of the service.
- Ensuring during 1:1's / supervision with employees you always check how they are.

#### **DISCLOSURE AND BARRING SERVICE CHECKS**

This post has been identified as involving access to vulnerable adults and/or children and in line with Trust policy successful applicants will be required to undertake a Disclosure & Barring Service Disclosure Check.

#### **GENERAL**

This is a description of the job as it is now. We periodically examine employees' job descriptions and update them to ensure that they reflect the job as it is then being performed, or to incorporate any changes being proposed. This procedure is conducted by the manager in consultation with the jobholder. You will, therefore, be expected to participate fully in such discussions. We aim to reach agreement on reasonable changes, but if agreement is not possible, we reserve the right to insist on changes to your job description after consultation with you.

Everyone within the Trust has a responsibility for, and is committed to, safeguarding and promoting the welfare of vulnerable adults, children and young people and for ensuring that they are protected from harm, ensuring that the Trusts Child Protection and Safeguarding Adult policies and procedures are promoted and adhered to by all members of staff.

At the Royal Devon, we are committed to reducing our carbon emissions and minimizing the impact of healthcare on the environment, as outlined in our Green Plan available on our website. We actively promote sustainable practices and encourage colleagues to explore and implement greener ways of working within their roles.

# PERSON SPECIFICATION

<b>Job Title</b>	Senior Orthopaedic Practitioner
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Requirements	Essential	Desirable
<b>QUALIFICATION/ SPECIAL TRAINING</b>		
Postgraduate Diploma or equivalent experience	E	
Degree qualification or equivalent experience/training.	E	
British casting certificate (BCC) holder with significant experience post registration.	E	
British Orthopaedic Association (BOA) registration, and evidence of recertification every 3 years post exam.	E	
IRMER training.	E	
K wire removal competencies.		D
Application of Hip Spica's and Total Contact Casts (TCC).		D
Application of humeral braces.		D
Completion of recognised Diabetes course.	E	
Teaching and mentoring qualification or equivalent experience.		D
<b>KNOWLEDGE/SKILLS</b>		
Evidence of continued professional development and continuous experience working within a casting clinical area.	E	
Ability to communicate effectively at all levels, both written and oral.	E	
Employ safe and effective methods of problem solving.	E	
Ability to manage own time, be organised and manage work/case load efficiently.	E	
Knowledge of relevant National guidance, and adherence to BOA National casting standards.	E	
Respond sensitively to the needs of patients and their families in a clinic environment.	E	
Understanding of the audit cycle and its application within specialist sphere		D
Computer literacy.		D
Knowledge and experience of EPIC.	E	
<b>EXPERIENCE</b>		

Demonstrable / significant experience post BCC registration.	E	
Experience in Trauma & Orthopaedic setting.	E	
Competent at complex cast application, and other Orthopaedic devices.	E	
Experience with complex wound care/Plastics experience.	E	
Experience of providing comprehensive individualised verbal and written advice to patients.	E	
Able to deliver a high standard of care to a wide variety of patients.	E	
Completion of Leadership course, or relevant experience in leading a team.	E	
Sound knowledge of pressure ulcer prevention and experience in active identification of those at higher risk of potential cast related complications.	E	
<b>PERSONAL ATTRIBUTES</b>		
Able to work as a team member, and leads by example through professionalism, and high standards of care delivery.	E	
Highly motivated and enthusiastic,	E	
Flexibility in working pattern and style to meet patient/team requirements.	E	
An intuitive and problem-solving approach.	E	
Assertive when required.	E	
Able to work as part of a team and independently.	E	
Appropriate personal and professional presentation.	E	
Reliable.	E	
Takes responsibility for own professional development.	E	
Encourages a positive atmosphere within the MDT, and is able to be resilient working within a Trauma setting.	E	
<b>OTHER REQUIREMENTS</b>		
Flexibility in day to day working.	E	
Willingness to undertake training as identified by PDR and training needs analysis.	E	
Ability and willingness to travel to community hospitals/satellite fracture clinics.	E	

WORKING CONDITIONS/HAZARDS		FREQUENCY (Rare/ Occasional/ Moderate/ Frequent)			
		R	O	M	F
<b>Hazards/ Risks requiring Immunisation Screening</b>					
Laboratory specimens	Y	R			
Contact with patients	Y				
Exposure Prone Procedures	N				
Blood/body fluids	Y			M	
<b>Hazard/Risks requiring Respiratory Health Surveillance</b>					
Solvents (e.g. toluene, xylene, white spirit, acetone, formaldehyde and ethyl acetate)	Y	R			
Respiratory sensitisers (e.g isocyanates)	Y			M	
Chlorine based cleaning solutions (e.g. Chlorclean, Actichlor, Tristel)	Y				F
Animals	N				
Cytotoxic drugs	N				
<b>Risks requiring Other Health Surveillance</b>					
Radiation (>6mSv)	N				
Laser (Class 3R, 3B, 4)	N				
Dusty environment (>4mg/m3)	Y		O		
Noise (over 80dBA)	Y		O		
Hand held vibration tools (=>2.5 m/s2)	Y		O		
<b>Other General Hazards/ Risks</b>					
VDU use ( > 1 hour daily)	Y				F
Heavy manual handling (>10kg)	N				
Driving	N				
Food handling	Y		O		
Night working	N				
Electrical work	N				
Physical Effort	Y				F
Mental Effort	Y			M	
Emotional Effort	Y		O		
Working in isolation	Y	R			
Challenging behaviour	Y	R			