

 JOB DESCRIPTION

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| **JOB DETAILS**  |
| **Job Title**  | Specialist Physiotherapist / Specialist Occupational Therapist |
| **Reports to**  | Clinical Leads, Admission Avoidance |
| **Band**  | 6 |
| **Department/Directorate**  | Community- unplanned care  |

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| **JOB PURPOSE**  |
| The post-holder is responsible for providing leadership and clinical expertise to patients based within areas of Emergency Department, Acute Medical Unit, Medical Triage Unit and the acute care of the elderly unit as part of the wider Admission Avoidance service. The post holder will be required to provide expert assessment, treatment and advice of a range of presentations including musculoskeletal, falls and neurological conditions, and will include complex discharge planning for patients with both acute and chronic long term conditions. In addition you will provide advice, direction and support to other wards if required within the medical directorate.Cover is required across extended hours, and 7 days including weekends and bank holidays. |
| **KEY RESULT AREAS/PRINCIPAL DUTIES AND RESPONSIBILITIES** |
| * The post-holder will be responsible for specialist assessment, diagnosis, treatment and advice to patients and their carers. The caseload will include a wide range of acute and chronic care cases, many having complex disabilities and needs. Some services will also include terminal care cases.
* To triage and assess patients identified as having an onward care need, to avoid an unnecessary admission or a delay in the transfer of the patients care, to assess and formulate a discharge plan and to work to the service key performance indicators.
* They will deputise for the Clinical Leads in their absence
* Be part of a multidisciplinary team working in an acute setting including early supported discharge of patients across the key areas of the emergency department, acute medical unit and the acute care of the elderly unit
* They will be flexible to support their colleagues in ensuring safe and timely discharge
* The post-holder is responsible for his/her own workload within the designated clinical area; for the assessment and treatment of patients on a day-to-day basis**;** management and supervision of the physiotherapy team and assistance
* To provide cover at weekends and Bank Holidayson a rota as necessary.
* To participate in seven day working and shifts as required.

To actively assist in the smooth running of the service throughout the RD&E NHS Foundation Trust |
| **KEY WORKING RELATIONSHIPS**  |  |
| * Cluster Manager & Service Leads in Community
* Matron for Admission Avoidance areas
* Head of Occupational Therapy and Physiotherapy
* Occupational and Physiotherapy teams
* Consultants, Medical Staff, ward managers and nursing staff
* G.Ps and other community practitioners
* Social Services staff
* Trust Hospital discharge facilitator, Intermediate and community services.
* Patients, relatives and carers
* Voluntary agencies
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| **ORGANISATIONAL CHART**  |
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| **COMMUNICATION/RELATIONSHIP SKILLS**  |
| * To maintain a close liaison with other members of the multidisciplinary team through effective communication regarding patient treatment aims, progress and discharge planning
* Provide comprehensive reports regarding patient assessment, treatment outcomes and recommendations to GPs, consultants, other health and social care colleagues and other members of the multidisciplinary team.
* To provide appropriate and timely information to all relevant members of the healthcare team regarding patients’ therapy requirements and changes in progress.
* To liaise and co-ordinate with other professionals to ensure that therapy interventions are an integral component of the patients’ multidisciplinary care package and actively support and promote the discharge process.
* To communicate effectively with patients and carers to maximise rehabilitation potential, ensure understanding of their condition and a safe and efficient discharge.
* To provide specialised advice to clinicians outside of the Trust for continued patient rehabilitation/management to ensure effective discharge.
* Convene and participate in multidisciplinary and cross agency case conferences and visits as appropriate.
* Communicate complex and sensitive information e.g. prognosis.
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| **ANALYTICAL/JUDGEMENTAL SKILLS** |
| * To undertake a high standard of therapy assessment, diagnosis and treatment, this may include highly complex cases and a range of presentations as an autonomous practitioner.
* To develop, implement and evaluate specialised therapeutic treatment plans on a case by case basis for both acute and long term conditions.
* Read and interpret a range of patient medical, medication, social history and social care plans
* To be responsible for the safe use and provision of equipment and to report any necessary repairs which need to be undertaken.
* To liaise and co-ordinate with other professionals to ensure that therapy interventions are an integral component of the patients’ multidisciplinary care package and actively support and promote the discharge process.
* To be responsible for reassessing patient status as treatment progresses and alter treatment programmes as appropriate using clinical reasoning.
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| **PLANNING/ORGANISATIONAL SKILLS** |
| * To organise own workload providing expert assessment and treatment as required, ensuring treatment and requests for treatment are prioritised and dealt with promptly and efficiently.
* To be responsible for setting realistic and attainable treatment goals for patients undertaking regular re-evaluation using appropriate outcome measures.
* Exercise good personal time management, punctuality and consistent reliable attendance.
* The post-holder is responsible for his/her own workload within the designated clinical area on a day-to-day basis; and will be required to work regularly at weekends and bank holidays.
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| **PATIENT/CLIENT CARE**  |
| * Manage own complex caseload and treatment programmes to a high standard expected of an experienced clinician without day to day clinical supervision. Support is available through the clinical supervision programme and from more specialist or skilled staff in a particular area.
* Prioritise, assess and treat patients referred, taking an evidence-based and reflective practice approach using community rehabilitation skills and specialist knowledge, including a wide range of modalities and skills in order to maximise patient/user independence.
* Identify specific problems and develop goals and specialist treatment plans in partnership with the patient and others to enable treatment plans to be carried out effectively for the discharge of patients.
* To ensure patient and staff safety during treatment and be able to take appropriate decisions with regards to risk for discharge.
* To provide advice and training to multidisciplinary team members, patients and carers as required.
* Maintain accurate and timely patient records and reports using agreed standard formats.
* Be professionally accountable for all aspects of your own work, within the context of an autonomous practitioner
* To contribute to and work within a safe working environment
* To develop, implement and evaluate specialised therapeutic treatment plans on a case by case basis for both acute and long term conditions.
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| **POLICY/SERVICE DEVELOPMENT**  |
| * To keep updated of changes in care guidelines, protocols and evidence-base so as to inform practice.
* Keep abreast of professional and related NHS/Social Services developments in liaison with Professional/ Service Lead colleagues.
* Identify opportunities to improve the service, taking account of resources available, discussing your ideas with colleagues and relevant Multidisciplinary team members
* To work to professional standards as set by the Trust, the HCPC and the CSP / RCOT
* Be aware of and follow the Health and Safety at Work Act and local/national guidelines, reporting any incidents using the correct procedures (DATIX).
* To ensure that all Trust Policies & Procedures and Statutory Acts & Regulations are known and implemented/adhered to as necessary/appropriate
* Maintain personal safety by following lone working policy and respect property and equipment within the working environment in accordance with trust and team guidelines
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| **FINANCIAL/PHYSICAL RESOURCES**  |
| * Assess for, prescribe and order equipment following fair access to care and retail model criteria
* Be responsible for safe and competent use of all equipment and patient appliances and ensure junior/clinical support workers obtain competency prior to use.
* Ensure equipment has appropriate checks made. Report any equipment defects, taking action to ensure any such equipment is withdrawn from service.
* Demonstrate and instruct on the use of equipment to ensure safety.
* Understand and apply the eligibility criteria for services.
* Support the clinical leads in the efficient and effective use of resources
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| **HUMAN RESOURCES**  |
| * To be responsible for the supervision of and appropriate delegation of caseload to therapy staff and non-registered staff ensuring effective rehab programmes are carried out to maximise benefit to patients
* To be responsible for the supervision of Undergraduate Students
* To be jointly responsible for the on-going professional and clinical development of the therapy team, teaching formal in-service and 'on the job' training sessions as appropriate.
* To carry out personal performance reviews for departmental staff.
* To ensure up-to-date and timely reviews of personal professional development plans and objectives.
* To assist in the recruitment of departmental staff (selection and interview) as necessary.
* To be jointly responsible for induction of new staff to the team.
* To provide advice and training to multidisciplinary team members, patients and carers as required.
* To actively assist in the smooth running of the whole therapy service throughout the RD&E NHS Foundation Trust.
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| **INFORMATION RESOURCES**  |
| * To undertake the keeping of accurate records of patient treatments and statistical data as required.
* To submit regular data about activity levels as required
* To participate in team and department audit activity and peer review to ensure best practice. To participate in team and department audit activity and peer review to ensure best practice.
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| **RESEARCH AND DEVELOPMENT**  |
| * To undertake any additional duties commensurate with this grade as required by the wider therapy service.
* To participate in team and department audit activity and peer review to ensure best practice.
* To take responsibility for own on-going clinical professional development (including attendance at post-registration courses - internal and external)
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| **PHYSICAL SKILLS** |
| * To be computer literate and able to use electronic systems e.g. My Care
* Assess, prescribe and demonstrate the safe use of equipment, including wheelchairs in a variety of settings including the patient’s home.
* Therapeutic handling of patients (e.g. positioning, stair practice) demonstrating dexterity, co-ordination and palpatory skills often with the need for prolonged physical effort. This will include patients with complex and highly specialist needs
* Understanding and ability to apply basic splints and braces as required.
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| **FREEDOM TO ACT**  |
| * They will be responsible for the daily management of the Admission Avoidance service in the absence of Clinical Leads and will ensure appropriate service provision on a daily basis, liaising with the Clinical Leads at all times.
* To undertake a high standard of therapy assessment, diagnosis and treatment, this may include highly complex cases, as an autonomous practitioner.
* They will provide advice, direction and support to other wards as necessary within the medical directorate.
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| **OTHER RESPONSIBILITIES**  |
| To take part in regular performance appraisal.To undertake any training required in order to maintain competency including mandatory training, e.g. Manual HandlingTo contribute to and work within a safe working environment The post holder is 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 infectionAs 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. |
| **DISCLOSURE AND BARRING SERVICE CHECKS** |
| This post has been identified as involving access to vulnerable adults 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.  |

 PERSON SPECIFICATION

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| **Job Title** | Specialist Physiotherapist / Specialist Occupational Therapist |

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| **Requirements** | **Essential** | **Desirable** |
| **QUALIFICATION/ SPECIAL TRAINING**B.Sc. / B.Sc (Hons) / MSc Physiotherapy / Occupational TherapyHCPC RegisteredRelevant post graduate courses Clinical supervision trainingMember of the Chartered Society of Physiotherapy / Royal College of Occupational Therapists | **E****E****E** | **D****D** |
| **EXPERIENCE:**Post graduate NHS experience in core areas including acute and and communityPost graduate NHS experience in acute medicine, neurology, musculoskeletal, orthopaedics Evidence of supervision of students/junior staffEvidence of staff appraisal & performance reviewEvidence of standard setting and auditEvidence of multi-agency working and complex discharge planningEvidence of working between Primary & Secondary CareEvidence of previous clinical innovative approachesEvidence of previous involvement in audit/research | **E****E****E****E****E** | **D****D****D****D** |
| **PERSONAL ATTRIBUTES**Evidence of ability to work as Team memberMotivated towards development of othersAbility to problem solve and show initiative Organisational skills: prioritisation, time mgt.Evidence of Interpersonal skills, verbal & written communicationEvidence of complex clinical reasoning skills and goal settingEvidence of use of outcome measuresEvidence of team leadership & team working skillsKnowledge & experience in management of medical conditions Skills in assessment, treatment and discharge planning for acute medical conditionsEvidence of clinical and teaching skillsUnderstanding of admission avoidance Planning and advising on discharge plans and understanding community offer and working with Supported Hospital Discharge Team (SHDT) | **E****E****E****E****E****E****E****E****E****E****E****E****E** |  |
| **OTHER REQUIREMENTS:**Enthusiastic towards postEvidence of flexible approach.Ability to work flexibly over 7 days including bank holidays and weekendsCar driverComputer literate | **E****E****E****E** | **D** |

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