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***“Our vision is to provide safe, high quality seamless service delivered with courtesy and respect. To achieve our vision we expect all our staff to uphold our Trust Values”***

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| **JOB DETAILS** | |
| **Job Title** | Specialist Hand Therapist - Plastics Rehabilitation & Rheumatology / Orthopaedics |
| **Reports to** | Clinical Lead |
| **Band** | 6 |
| **Accountable to** | Head of Acute Therapy & Occupational Therapy, Specialist Services |

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| **JOB PURPOSE** | |
| The post holder will be a member of both the Plastics Rehabilitation team and the Rheumatology / Orthopaedic Team and will be responsible for providing specialised assessment and treatment of hand patients referred by Plastic Surgery, Orthopaedics and Rheumatology, nursing teams, the Emergency Department, GPs and other therapists.  Caseload will be variable, but will mostly consist of elective, trauma and conservative hand patients (adult and paediatric) but will also include cancers, congenital deformities, rheumatological and pathological conditions. Patients will be treated in a range of settings including clinics (Consultant and nursing), the rehabilitation departments (outpatients) and wards (inpatients). Therapy will involve the provision of standard and / or bespoke splints / orthoses.  The nature of the workload will require the post-holder to be flexible regarding working across professional boundaries (with Occupational therapists/Physiotherapists as a Hand Therapist) and across specialities – Plastic Surgery & Orthopaedics / Rheumatology.  Caseloads will be flexible and at times may involve the provision of service to other areas of the Trust. The post-holder will be required to support weekend hand therapy clinics. | |
| **KEY WORKING RELATIONSHIPS** |  |
| * Head of Acute Therapy & Occupational Therapy * Wider physiotherapy & occupational therapy teams * Clinical Psychologists & Mental Health Support teams * Consultant and other medical staff * Wound assessment nurses * GPs * All other members of multi-disciplinary team, including health and social care   professionals and other related statutory private and voluntary organisations. | |
| **ORGANISATIONAL CHART** | |
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| **KEY RESULT AREAS/PRINCIPAL DUTIES AND RESPONSIBILITIES** | |
| * The post-holder will be responsible for supporting teaching and leadership within this team working alongside the Clinical Lead to deliver an efficient and high standard service to hand therapy patients. * Support and deputise in absence of Clinical Lead. * They will be flexible to support their occupational therapy and therapy colleagues in ensuring safe and effective therapy interventions. * To actively assist in the smooth running of the service. * The post-holder is responsible for their own caseload; for the assessment and treatment of patients on a day-to-day basis**;** supervision and support to the therapy team * Show understanding of Governance and risk assessments | |
| **COMMUNICATION/RELATIONSHIP SKILLS** | |
| * Knowledge of therapeutic relationships and importance of communication skills within the role as a Physiotherapist or Occupational therapist * Ability to use high level communication skills in order to facilitate safe, effective and timely assessment and intervention. * To maintain a close liaison with other members of the multidisciplinary team through effective communication regarding patient treatment aims, progress and discharge planning (providing reports and referrals as appropriate). * To provide appropriate and timely information to all relevant members of the healthcare team regarding patients’ therapeutic and rehabilitative requirements and changes in progress. * To communicate effectively with patients and carers to maximise rehabilitation potential and outcomes and to ensure understanding of their condition. | |
| **ANALYTICAL/JUDGEMENTAL SKILLS** | |
| * To undertake a high standard of therapy assessment, diagnosis and treatment, which will mainly consist of complex cases, as an autonomous practitioner, within a variety of clinical specialities, amongst others including plastic surgery, rheumatology, orthopaedics, the emergency department. * To develop, implement and evaluate specialised therapeutic treatment plans on a case by case basis for both acute and / or long-term conditions, including providing splints or bespoke splinting as required. * To be responsible for reassessing patient status as treatment progresses and alter treatment programmes as appropriate using clinical reasoning and outcome measures. * To organise own workload, ensuring treatment and requests for treatment are prioritised and dealt with promptly and efficiently. * To set realistic and attainable treatment goals for patients with regular re-evaluation using appropriate outcome measures. * Participate in MDT meetings provide specialised therapy advice. | |
| **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. * The post-holder is responsible for their own workload within the designated clinical area on a day-to-day basis. * Maintain resources of information for patients, relatives and carers. * To be responsible for the supervision of Undergraduate / postgraduate Students | |
| **PHYSICAL SKILLS** | |
| * To be computer literate and able to use electronic systems including MyCare * Understand the opportunities for technology and Apps to support rehabilitation * Able to make bespoke splints with accuracy and appropriate dexterity. | |
| **PATIENT/CLIENT CARE** | |
| * To be responsible for reassessing patient status as treatment progresses and alter treatment programmes as appropriate using clinical reasoning. * To ensure patient and staff safety during treatment and be able to take appropriate decisions with the provision of splints and orthoses. * To provide advice and training to multidisciplinary team members, patients and carers as required. * 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 from pre-assessment, treatment and follow-up. | |
| **POLICY/SERVICE DEVELOPMENT** | |
| * To keep updated of changes in care guidelines, protocols and evidence-base so as to inform practice particularly in relation to the elective orthopaedic pathway. * To work to professional standards as set by the Trust, the HCPC and the Chartered Society of Therapy or Royal College of Occupational Therapists * To ensure that all Trust Policies & Procedures and Statutory Acts & Regulations are known and implemented/adhered to as necessary/appropriate * 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. | |
| **FINANCIAL/PHYSICAL RESOURCES** | |
| * To be aware of budget for equipment / orthoses and appropriate use of splinting materials. | |
| **HUMAN RESOURCES** | |
| * To be responsible for the supervision of and appropriate delegation of caseload to other staff and non-registered staff ensuring effective assessment and therapy interventions are carried out to maximise benefit to patients. * 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 staff. * To ensure up-to-date and timely reviews of personal professional development plans and objectives. * 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 keep Head of Physiotherapy & Occupational Therapy informed of any matters that could have relation to the effectiveness and efficiency of the service. | |
| **INFORMATION RESOURCES** | |
| * To undertake the keeping of accurate records of patient treatments and statistical data as required, being conversant with MyCare. | |
| **RESEARCH AND DEVELOPMENT** | |
| * To undertake any additional duties commensurate with this grade as required by the service. * To participate in team and department audit activity and peer review to ensure best practice. | |
| **FREEDOM TO ACT** | |
| * They will be responsible for the management and supervision of therapy team, liaising with the Clinical Leads at all times. * They will provide advice, direction and support to other teams across the SW as necessary. * To undertake a high standard of therapy assessment, diagnosis and treatment, this may include highly complex cases, as an autonomous practitioner. | |
| **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 Handling  To 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 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. | |
| **APPLICABLE TO MANAGERS ONLY** | |
| Evidence that supporting employee health and wellbeing is included in any documents outlining the skills and knowledge that line managers need.  Proportion of line managers whose job descriptions include supporting employee health and wellbeing.  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. | |
| **THE TRUST- VISION AND VALUES** | |
| Our vision is to provide safe, high quality seamless services delivered with courtesy and respect. To achieve our vision we expect all our staff to uphold our Trust values. Our Trust values are:  Honesty, Openness & Integrity  Fairness,  Inclusion & Collaboration  Respect & Dignity  We recruit competent staff that we support in maintaining and extending their skills in accordance with the needs of the people we serve. We will pay staff fairly and recognise the whole staff’s commitment to meeting the needs of our patients.  We are committed to equal opportunity for all and encourage flexible working arrangements including job sharing.  We are committed to recruiting and supporting a diverse workforce and welcome applications from all sections of the community, regardless of age, disability, gender, race, religion, sexual orientation, maternity/pregnancy, marriage/civil partnership or transgender status. We expect all staff to behave in a way which recognises and respects this diversity, in line with the appropriate standards. | |
| **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.  The RD&E is a totally smoke-free Trust. Smoking is not permitted anywhere on Trust property, including all buildings, grounds and car parks. For help to quit call: 01392 207462. | |

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| **Post** | **Specialist Hand Therapist - Plastics Rehabilitation & Rheumatology / Orthopaedics** |
| **Band** | **6** |

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| **Requirements** | **Essential** | **Desirable** |
| **QUALIFICATION/ SPECIAL TRAINING**  B.Sc. / B.Sc (Hons) / MSc Physiotherapy / Occupational Therapy  HCPC Registered  Relevant post graduate courses  Clinical supervision training  Equipment prescriber  Member CSP / RCOT  Member of BAHT | **E**  **E**  **E** | **D**  **D**  **D**  **D** |
| **KNOWLEDGE & SKILLS**  Organisational skills: prioritisation, time mgt.  Evidence of Interpersonal skills, verbal & written communication  Evidence of complex clinical reasoning skills and goal setting in hand therapy  Evidence of use of outcome measures  Evidence of team leadership & team working skills  Knowledge & experience in management of Plastic Surgery, Orthopaedic & Rheumatological conditions  Skills in provision of bespoke splinting  Evidence of clinical and teaching skills  Understanding of technology and Apps to support rehab | **E**  **E**  **E**  **E**  **E**  **E**  **E**  **E** | **D** |
| **EXPERIENCE:**  Post graduate NHS experience in core areas including hand therapy  Evidence of supervision of students/junior staff/ unregistered staff  Evidence of staff appraisal & performance review  Evidence of standard setting and competencies  Evidence of working in hand therapy across PT and OT boundaries  Evidence of previous clinical innovative approaches  Evidence of previous involvement in audit/research | **E**  **E**  **E** | **D**  **D**  **D**  **D** |
| **PERSONAL ATTRIBUTES**  Evidence of ability to work as Team member  Motivated towards development of others  Ability to problem solve and show initiative | **E**  **E**  **E** |  |
| **OTHER REQUIREMENTS:**  Enthusiastic towards post  Ability to work flexibly over 7 days including bank holidays and weekends  Computer literate – ability to work with MyCare systems | **E**  **E**  **E** |  |

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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 | N |  |  |  |  |
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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 |  | Y |  |
| Respiratory sensitisers (e.g isocyanates) | N | nnthr |  |  |  |
| Chlorine based cleaning solutions  (e.g. Chlorclean, Actichlor, Tristel) | Y/N |  |  | Y |  |
| Animals | N | y |  |  |  |
| Cytotoxic drugs | N |  |  |  |  |
|  | |  |  |  |  |
| **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 |  |  |  |
|  | | | | | |
| **Other General Hazards/ Risks** | |  |  |  |  |
| VDU use ( > 1 hour daily) | Y/N |  |  | Y |  |
| Heavy manual handling (>10kg) | Y/N |  |  |  | Y |
| Driving | N |  |  |  |  |
| Food handling | Y/N | Y |  |  |  |
| Night working | N |  |  |  |  |
| Electrical work | N |  |  |  |  |
| 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 |  |  |