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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**  | **Trainee Advanced Clinical Practitioner (ACP) – Orthopaedic Knee Team Physiotherapy** |
| **Reports to**  | Consultant Clinical lead in Knee Surgery  |
| **Band**  | 7 |
| **Department/Directorate**  | Surgical Division |

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| **JOB PURPOSE**  |
| To successfully complete the Advanced Clinical Practitioner (ACP) MSc (Level 7) programme in line with the trust framework for advanced practice and their primary professional regulatory body, with the expectation that on successful completion the post holder will move into a qualified ACP role at band 8a.The post holder will and in accordance with the Trust Framework for Advanced Practice ie:* Work as a high-level practitioner with advanced clinical skills within the Knee multidisciplinary team primarily to ensure that patients within their sphere of clinical expertise receive holistic, timely and high-quality clinical care.
* Working autonomously in delivering orthopedic clinics on behalf of the consultant Knee surgeons, (assessing new referrals from GPs and patients from the musculoskeletal interface clinic) to the same standards. They are able to instigate advanced investigations such as blood tests and MRI scans. Patients are triaged, including appropriateness and listing for surgery or injection without the need to discuss patients with the surgeon (the most complex clinical situations will be discussed). The patients are selected as appropriate for this service.
* To follow up ~~of~~ patients on behalf of the knee surgical service, and referring on to other medical disciplines if appropriate
* Exercise advanced clinical expertise, levels of judgement, discretion and decision making in clinical care, whilst maintaining a professional portfolio that supports their scope of practice
* To provide specialist management and advice for patients with knee osteoarthritis and soft tissue pathologies. To include holistic and non-surgical management of appropriate patients.
* Demonstrate advanced clinical reasoning, assessment and expertise in the management of soft tissue knee injuries and pathologies, enabling the candidate to competently and autonomously deliver acute orthopaedic fast track knee clinics.
* Provides expert professional advice to patients, carers and colleagues
* Monitor and lead improvements to standards of care through; supervision of practice, clinical audit, implementation of evidence-based practice, teaching and support of colleagues and the provision of professional leadership.
* Lead the implementation of new evidence-based practice and contribute to the development of the evidence through research, audit and collaboration with clinical or academic staff and contribute to clinical governance as part of the multidisciplinary service-wide performance and quality agenda.
* The work is primarily based in the Trauma and Orthopaedic Department on the main site or at Heavitree. However, the workload will be flexible and can involve the provision of service in locations.
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| **KEY WORKING RELATIONSHIPS**  |  |
| Orthopaedic Consultants and ManagersAdministrative staffNursing teamsHead of Acute Therapy / Head of PhysiotherapyPhysiotherapy colleagues across local and regional servicesWider MDTCommunity services including GPs |
| **ORGANISATIONAL CHART**  |
| Consultant Spinal SurgeonsHead of Acute TherapyCluster ManagerACP Knee Team Physiotherapy**Trainee ACPs / B7 ESPs** |
| **KEY RESULT AREAS/PRINCIPAL DUTIES AND RESPONSIBILITIES**  |
| **COMMUNICATION/RELATIONSHIP SKILLS**  |
| * Frequently apply advanced skills in communicating complex, sensitive and emotive information to patients and carers. This includes discussion about diagnosis, disease progression, outcome of investigations and further plans in a timely manner and within service standards. This may include delivering unwelcome or distressing news.
* To provide patients with a reasoned, rational explanation of options for surgical and conservative treatment of their musculoskeletal condition using expert knowledge, so as to allow the individual to make an involved and informed choice about their care.
* To manage everyday enquiries from patients, staff, GPs and others in matters pertaining to musculoskeletal medicine and in particular regarding patients undergoing treatment at this hospital.
* To have advanced communication skills when working with colleagues in a variety of clinical and managerial settings e.g. clinics, theatre, offices and multidisciplinary team meetings.
* To defuse potentially hostile and antagonistic situations (for example when a patient insists on an investigation such as a scan which is not needed clinically) with staff, patients and relatives.
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| **ANALYTICAL/JUDGEMENTAL SKILLS** |
| * Uses advanced analytical and judgemental clinical skills to provide an accurate diagnosis of the patient’s musculoskeletal problems, following a full analysis of the diagnostic findings, with the ability to analyse clinical and non-clinical facts, which may be contradictory with reference to evidence-based practice and local protocols, to consider differential diagnosis in order to ensure the delivery of appropriate care.
* Makes operational judgements, manages conflicting views, reconciles inter and intra-professional differences of opinion and escalates for senior clinician review when required.
* Identify own personal development needs to work as an advanced practitioner, in accordance with the Trust Framework for Advanced Practice, and take appropriate action to ensure these needs are met to maintain qualification at Masters level to ensure currency and credibility.
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| **PLANNING/ORGANISATIONAL SKILLS** |
| * Delivers formal and informal teaching initiatives as part of the education strategy in collaboration with the clinical lead to ensure practice development and improved care for patients for GPs, orthopaedic registrars, medical students, physiotherapists and FCP colleagues etc.
* To independently grade/triage letters sent to the Knee Team Consultants on their behalf – deciding on urgency of appointment required and the grade of staff required to manage each patient’s clinical scenario.
* Instigate appropriate treatment programmes

a) Directly list patients for surgery; following consultation with the consultantb) Provide specialised expert advice for patients with peripheral/persistent pain to help them with self-management coping strategies and acceptance of their chronic pain/reduced function c) Provide specialised expert advice on physiotherapy management for adults with knee conditions d) Refer patients for physiotherapy or occupational therapy etc. as appropriate* Follow up of patients in clinic after surgery and investigations.
* Maintains an active learning environment and have an ongoing teaching role across the multi professional team.
* Attends relevant clinical / professional meetings, seminars and conferences e.g. MDT meetings, virtual meeting
* With the support of the Consultants, makes representation as appropriate at various meetings, providing feedback to the organisation on clinical and professional issues which have an impact on care and standards of practice within their sphere of responsibility.
* Applies theory to practice through a clinical decision-making model
* Applies the principles of therapeutics and safe prescribing
* Responds rapidly to changing priorities based on service need to meet patient requirements in an environment where, as Clinical Leader, the work patterns may be disrupted by demands from patients, clinical staff, administrative support staff, e.g. ~~4~~ during a clinic, it may necessary to discuss another patient with a GP on the phone, or peers or one to one, between cases.
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| **PHYSICAL SKILLS**  |
| * Use advanced analytical and judgemental clinical skills within a diagnostic process, and with reference to evidence-based practice and local protocols, to consider differential diagnosis in order to ensure the delivery of appropriate care.
* To demonstrate highly developed dexterity, coordination, sensory and palpatory skills for assessment, manual handling and treatment of patients with complex and specialist needs, on a frequent basis. This would require moderate physical effort over short periods.
* To have highly developed computer skills to maintain patient records, prepare reports, prepare and deliver presentations, clinical audit, research and to support other organisational need and clinical practice.
* This job includes exposure to unpleasant working conditions, e.g. body fluids including blood, unpleasant smells (daily) e.g. from infected wounds/body odour and occasional (monthly) exposure to verbal aggression.
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| **PATIENT/CLIENT CARE**  |
| * The candidate will be responsible for independently triaging new knee team referrals, which are received from GP practices, the Orthopaedic Interface Service and hospital consultants. Referrals will include a variety ~~2~~ of diverse and/or complex knee problems and pathologies. Appropriate triaging requires specialist knowledge, and an understanding of the knee team’s referral guidelines.
* Provides advanced level holistic practice to clinical area of practice, working collaboratively with al members of the multi professional team to meet the needs of patients being able to to identify and list patients for diagnostic and therapeutic procedures as required using advanced clinical reasoning and evaluation.
* Ensures consistent high standard evidence based clinical intervention and decision making informed by local protocols and national guidelines.
* Works in accordance with the Trust Framework for Advanced Practice in undertaking advanced specialist skills in the assessment, planning, implementation and evaluation of care for patients referred. This Includes managing episodes of patient care requesting and interpreting appropriate investigations within the scope of practice (and IRMER protocol) including X-ray, MRI, CT and haematological investigations.
* Makes operational judgements, manages conflicting views, reconciles inter and intra-professional differences of opinion and escalates for senior clinician review when required.
* As a Non-Medical Prescriber, prescribe medications in accordance with personal scope of practice, national guidelines, Trust policy and service protocols. Prior to NMP qualification, to provide responsible and safe advice to patients around already prescribed medication, and referring to GPs or medical colleagues as needed for medication review.
* Advise patients, their carers and staff on the promotion of health and prevention of illness.
* Ensure that mechanisms are in place to monitor/modify and evaluate treatment appropriately to ensure high quality patient care with reference to standards and outcomes.
* Applies specialist knowledge in providing advice and support to patients or carers to facilitate informed choice, self-efficacy, psychological adjustment and recovery.
* Conducts clinical risk assessments, commence secondary prevention, provide health promotion advice and plan post-hospital interventions for patients add speciality if appropriate in accordance with service protocols and Trust policies.
* Acts as an expert therapy resource in specialist field.
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| **POLICY/SERVICE DEVELOPMENT**  |
| * Contributes to the management of the specialist knee service by providing periodical reports as per divisional requirements.
* Participates in operational and strategic planning for the development and delivery of the service, including the development of evidence based clinical guidelines to promote good practice.
* Conducts, and lead on the quality improvement to ensure delivery of a safe high-quality service according to national guidance and best practice Trust policies, protocols and service strategy.
* Acts as a resource for health care professionals working within the Trust and primary care, providing specialist advice and support concerning the assessment and management of patients with specific knee conditions
* Develops protocols for specialist area considering impact on other services and develop policies as required
* Demonstrates compliance with professional policies and procedures at all times, working to local and national evidence-based guidelines
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| **FINANCIAL/PHYSICAL RESOURCES**  |
| * Maximises the efficient use of resources and alert budget holders where treatment requires change.
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| **HUMAN RESOURCES**  |
| * Supervises clinical practice as appropriate of identified members of the clinical team
* Acts as a mentor/clinical supervisor as appropriate. This includes being a key colleague for trainee ACPs.
* Act as a role model demonstrating high standards of holistic care and provide joint clinical leadership across the Trust for this specialist area.
* Provides representation on Trust committees / meetings as required.
* Supervise clinical practice as appropriate of identified members of the clinical team
* Develops their leadership and management skills in order to ultimately be able to lead on specific practice and service developments or evaluations within a service strategy to which they also actively contribute as a senior clinician
* Deliver formal and informal teaching initiatives as part of the education strategy in collaboration with the clinical lead to ensure practice development and improved care for patients.
 |
| **INFORMATION RESOURCES**  |
| * Acts as a resource for health care professionals working within the Trust and primary care, providing specialist advice and support concerning the assessment and management of patients with knee problems
* Records personally generated information, maintains patient / client records to high information governance standards at all times.
* Uses appropriate computer software in information analysis in relation to research data. i.e. be able to effectively use e CRF [ electronic case report forms]
* Ensures effective documentation in reporting of incidents using the approved channel.
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| **RESEARCH AND DEVELOPMENT**  |
| * Seeks out new knowledge by reading, enquiring and participating in continuing education and attend relevant clinical / professional meetings, seminars and conferences.
* Reviews and disseminate new information to relevant staff.
* Evaluates clinical practice in relation to its evidence base and clinical effectiveness

.* Participates in research within scope of professional practice, to include active participation in research and audit projects and Quality Assurance projects.
* Use audit skills to enable the specialist team and other health professionals to improve quality of care by undertaking audits of clinical practice and actively contribute to the implementation of the findings/recommendations.
* Acts as an expert therapy resource in specialist field.
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| **FREEDOM TO ACT**  |
| * Utilises advanced clinical reasoning skills and assessment techniques autonomously in the context of their speciality
* Interprets broad policy and establishes standards.
* Acts as a lead specialist within their sphere of expertise.
* Works within the code of conduct for HCPC and professional guidelines of the Chartered Society of Physiotherapy.
* Is able to assimilate risk/ benefits and rationalise decision making based on extensive knowledge skills and experience, recognising and acting on potential gaps in knowledge.
* Is able to seek out advice and support from consultant colleague when required.
 |
| **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.
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| **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: Compassion Integrity Inclusion  EmpowermentWe 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. |
| **POST**  | **Advanced Clinical Practitioner – Knee Team Physiotherapy** |
| **BAND**  | **7** |

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| **Requirements** | **Essential** | **Desirable** |
| **QUALIFICATION/ SPECIAL TRAINING**Registered - PhysiotherapistNon-medical Prescriber or working towards MSC level 7 in advanced clinical practice covering clinical practice, research, leadership and education  | ******** **** |  |
| **KNOWLEDGE/SKILLS**Ability to practice as an ACP demonstrating advanced decision making / clinical reasoning skill in Orthopaedic medicine through the analysis and interpretation of the clinical examinationPrevious knowledge and experience of musculoskeletal physiotherapy in relation to complex knee presentationsAbility to manage own patient caseloadAbility to apply specialist knowledge within a variety of healthcare settings i.e clinics, theatres Advanced communication skills including negotiating skills and breaking unwelcome newsRelevant haematological, and diagnostic investigations i.e , XR, blood tests, MRI, working within IRMER protocolEstablished Teaching skills at local & national levelResearch and audit skills and an understanding of their application to improve quality of services.  | **** **** ******** ************ |  |
| **EXPERIENCE** Extensive experience in caring for patients with musculoskeletal and knee conditions*.*Experience of clinical supervision, training & development of staff.Demonstrable teaching abilityEvidence of innovative practice and ability to problem solveExperience in applying research findings to practiceCounselling knowledge & experienceExperience in instigating and developing research proposals  | ************************ | ******** |
| **PERSONAL ATTRIBUTES** Effective communication and leadership skillsAbility to motivate self and othersCommitted to service developmentAbility to work autonomously and in a Multidisciplinary team across health, social and voluntary sectorsFlexible working practice Effective organisational skills and good time management  | ************************ |  |
| **OTHER REQUIRMENTS** Committed to further personal and professional developmentAble to understand requirement to manage resources effectivelyHigh level of dexterity in relation to clinical procedures as required eg palpation and clinical examination, Ability to travel between sites  | **************** |  |

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

**COMPETENCY REQUIREMENTS**

To be completed for all new positions

Please tick which of these essential learning s is applicable to this role

(**NB** those that are mandatory for all staff with no variation on frequency are pre-populated with a tick)

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| Safeguarding Children | Group 1 |  | Blood Transfusion | BDS18 collection |  | Consent Training | x |
|  | Group 2 | x |  | BDS 19 & 20 Preparing & Administering  |  | VTE Training |  |
|  | Group 3 |  |  | BDS 17 Receipting |  | Record management and the NHS code of practice |  |
|  | Group 4 |  |  | Obtaining a blood sample for transfusion |  | The importance of good clinical record keeping  | x |
|  |
|  | Group 5 |  |  | Annual Update |  | Antimicrobial Prudent Prescribing  |  |
|  | Group 6 |  |  |  |  | Control & Restraint Annual | x |
| Not mapped this one |  |  | Safeguarding Adults Awareness  | Clinical Staff  | x | Mental Capacity/DOL’s | x |
|  | Group 8  |  | Non Clinical Staff  |  |  |  |
| Manual Handling – Two Year |  | Falls, slips, trips & falls  | Patients |  |  |  |
| Equality & Diversity – One-Off requirement |  |  | Staff/Others |  |  |  |
| Fire | Annual | x | Investigations of incidents, complaints and claims |  |  |  |
|  | Two Yearly |  | Conflict Resolution – 3 yearly | x |  |  |
| Infection Control/Hand Hygiene | Annual requirement | x | Waterlow  |  |  |  |
|  | One-Off requirement |  | PUCLAS  |  |  |  |
| Information Governance |  | Clinical Waste Management | Application principles for clinical staff  | x |  |
| Harassment & Bullying (Self Declaration – One off requirement) |  | Application principles for housekeeping  |  |  |  |
|  |  | Application principles for portering and waste  |  |  |  |