

JOB DESCRIPTION

JOB DETAILS	
Job Title	Lead Rehabilitation Engineer
Reports to	Operational Manager EMC
Band	7 – subject to matching
Department/Directorate	Exeter Mobility Centre / Community Care Group

JOB PURPOSE
<ul style="list-style-type: none"> • Provide operational, clinical and technical leadership for the Rehabilitation Engineers and Technicians within the Wheelchair Service. • Maintain a substantial highly specialist clinical caseload involving children and adults with complex mobility, postural and functional needs. • Undertake autonomous assessment, prescription, configuration, modification and review of wheelchairs, specialist seating, advanced controls and associated equipment. • Apply advanced clinical reasoning and rehabilitation engineering expertise to balance clinical need, function, posture, safety, environment, patient choice and available resources. • Work in partnership with patients, relatives, carers, the Clinical Lead Wheelchair Therapist, the wider multidisciplinary team and relevant external partners. • Lead clinical governance, staff development, audit, incident review, performance monitoring and service improvement for rehabilitation engineering.

KEY RESULT AREAS/PRINCIPAL DUTIES AND RESPONSIBILITIES
<ul style="list-style-type: none"> • Lead day-to-day delivery of the rehabilitation engineering element of the Wheelchair Service, including workload allocation, supervision, appraisal and staff wellbeing. • Manage and prioritise a mixed clinical caseload across clinic, community and domiciliary settings. • Triage rehabilitation engineering referrals and prescribe direct-issue equipment where clinically appropriate. • Assess and prescribe powered and non-powered wheelchairs, specialist seating, advanced controls and bespoke adaptations. • Complete clinical and technical risk assessments and make autonomous decisions for complex cases. • Analyse, adjust and calibrate mobility and seating equipment using mechanical and electronic systems. • Produce detailed technical specifications or CAD drawings for clinically required modifications. • Provide specialist clinical technical advice to therapists and the wider multidisciplinary team. • Teach patients, relatives, carers and professionals to use specialist equipment safely and effectively. • Coordinate equipment-related incident investigations, ensure defective equipment is isolated and complete required reporting and follow-up. • Monitor waiting times, activity, outcomes, quality and performance information and use findings to improve the service. • Lead induction, competency development, clinical and technical supervision, teaching, audit and peer review. • Maintain the rehabilitation engineering quality system, clinical technical records and relevant procedures. • Support procurement and commissioning decisions for wheelchairs, specialist seating, parts and accessories within delegated authority.

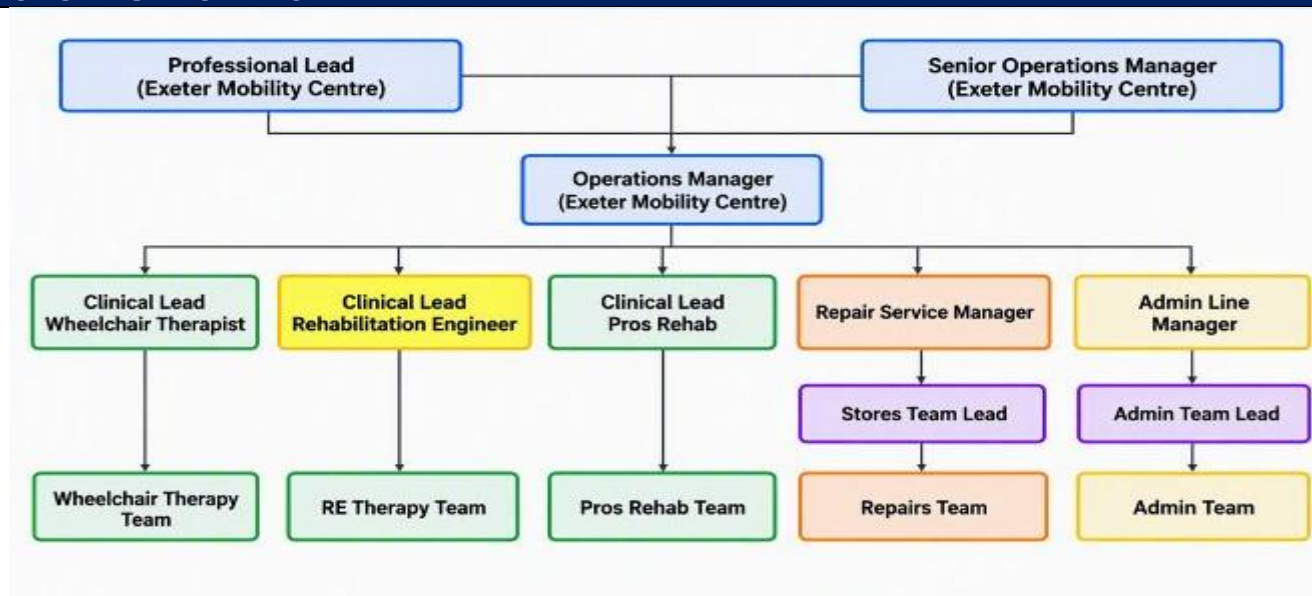
KEY WORKING RELATIONSHIPS
<p>Areas of responsibility: Exeter Mobility Service</p> <p>No. of staff reporting to this role: (If applicable)</p>

The post holder is required to deal effectively with staff of all levels throughout the Trust as and when they encounter on a day-to-day basis. In addition, the post holder will deal with the wider healthcare community, external organisations and the public. This will include verbal, written and electronic media.

Of particular importance are working relationships with:

Internal to the Trust	External to the Trust
<ul style="list-style-type: none"> • Wheelchair Service clinical and administrative leads • Wheelchair therapists • Rehabilitation engineers and technicians • Managers • Procurement • Governance • Quality teams 	<ul style="list-style-type: none"> • Patients, relatives, and carers • Commissioners • Health and care professionals • Manufacturers, suppliers, contractors and specialist repair organisations.

ORGANISATIONAL CHART



FREEDOM TO ACT

- Work autonomously within professional, occupational and Trust policies as the lead rehabilitation engineering professional within the Wheelchair Service.
- Determine how agreed clinical and service outcomes are achieved and escalate matters outside delegated authority or professional competence.

COMMUNICATION/RELATIONSHIP SKILLS

- Explain complex mobility, posture, disability, risk and equipment information sensitively to patients, relatives and carers, including where barriers to understanding exist.
- Use negotiation, persuasion and influencing skills to agree prescriptions, resolve equipment issues and support changes in practice.

ANALYTICAL/JUDGEMENTAL SKILLS

- Interpret complex clinical and technical information relating to posture, mobility, function, environment, equipment compatibility and risk.
- Compare clinical and technical options and apply advanced reasoning when prescribing, modifying, configuring or fault-finding specialist equipment.

- Make defensible autonomous decisions for complex cases and recognise when escalation is required.

PLANNING/ORGANISATIONAL SKILLS

- Plan and coordinate clinical caseloads, urgent assessments, domiciliary and outpatient visits, staffing, equipment provision, training and service projects.
- Prioritise waiting-list activity and deploy staff resources in response to clinical urgency, escalation pressures and service capacity.
- Manage an individual caseload of highly complex patients effectively and efficiently.
- Take part and lead group sessions
- Plan organise and prioritise own work load and guide the work of support workers and junior staff as appropriate.
- Work with the team to deliver the most effective service within the resources available to meet patient needs
- Exercise good personal time management, punctuality and consistent, reliable attendance
- Co-ordinate patient appointments
- To be involved in longer term strategic planning in area of expertise.

PATIENT/CLIENT CARE

- Assess children and adults with complex or chronic mobility, postural and functional needs.
- Prescribe, configure, modify and review powered and non-powered wheelchairs, specialist seating, advanced controls and associated equipment.
- Work jointly with therapists and other professionals to ensure provision addresses clinical need, daily function, environment, safety and patient goals.
- Provide follow-up, education and advice that support safe and effective equipment use.

POLICY/SERVICE DEVELOPMENT

- Develop and implement Wheelchair Service rehabilitation engineering policies, procedures, quality documentation and working practices.
- Translate relevant professional, regulatory and Trust guidance into local practice and contribute to service redesign.

FINANCIAL/PHYSICAL RESOURCES

- Authorise orders within delegated limits (for example, ordering wheelchairs up to £2.5k) and advise on the clinical and technical suitability of wheelchairs, seating, accessories and adaptations.
- Support value-based procurement and appropriate use of off-the-shelf and bespoke solutions.
- Support the manager in the best use and monitoring of allocated resources.
- Assess, prescribe and order equipment and other resources.
- Ensure safe and efficient use of stock and equipment. Ensure equipment has appropriate checks made. Report any equipment defects, taking action to ensure any such equipment is withdrawn from service.
- Demonstrate and instruct the use of equipment to ensure safety.
- Understand and apply the eligibility criteria for services.

HUMAN RESOURCES

- Line manage rehabilitation engineering and technician staff through work allocation, supervision, appraisal, development, wellbeing support and capability processes.
- Ensure effective induction, competency assessment, preceptorship and continuing professional development.
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INFORMATION RESOURCES

- Maintain accurate, timely and secure clinical and technical records, including assessments, prescriptions, risk decisions, equipment history and interventions.
- Ensure outcome, activity, quality and performance information is complete and available for governance and service improvement.

<ul style="list-style-type: none"> • Provide timely clinical reports, technical specifications and professional correspondence.
RESEARCH AND DEVELOPMENT
<ul style="list-style-type: none"> • Lead and participate in clinical and technical audit, peer review, service evaluation and relevant research and development. • Evaluate equipment, outcomes and performance information to support evidence-based practice, patient safety and quality improvement. • Design or specify bespoke adaptations, including detailed technical specifications and CAD drawings where required.
PHYSICAL SKILLS
<ul style="list-style-type: none"> • Use highly developed manual dexterity, hand-eye coordination and sensory skills when assessing, configuring and adjusting complex wheelchair and seating equipment. • Work accurately with precision tools, test equipment, fine components and electronic control systems.
PHYSICAL EFFORT
<ul style="list-style-type: none"> • Undertake regular physical activity during clinical assessment, wheelchair and seating set-up, postural adjustment and equipment configuration. • Lift, carry or manoeuvre wheelchairs and seating systems using appropriate handling techniques and equipment.
MENTAL EFFORT
<ul style="list-style-type: none"> • Sustain frequent concentration during complex assessments, clinical decisions, meetings, technical interpretation, commissioning and fault-finding. • Respond to an unpredictable workload that includes interruptions and urgent clinical or equipment requests.
EMOTIONAL EFFORT
<ul style="list-style-type: none"> • Work regularly with patients and families affected by significant disability, complex conditions and changing independence. • Manage difficult discussions about risk, equipment limitations or changes in function with sensitivity and professionalism • Support staff who manage similarly complex or distressing circumstances.
WORKING CONDITIONS
<ul style="list-style-type: none"> • Work in wheelchair clinic, workshop, hospital, community and domiciliary environments. • Frequent exposure to unpleasant working conditions or occasional exposure to highly unpleasant working conditions • Follow infection prevention, risk-control and personal protective equipment requirements when exposed to returned equipment, body fluids, dust, noise, tools, batteries and electrical systems. • VDU user
OTHER RESPONSIBILITIES
<p>Take part in regular performance appraisal.</p> <p>Undertake any training required in order to maintain competency including mandatory training, e.g. Manual Handling</p> <p>Contribute to and work within a safe working environment</p> <p>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</p>

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 (DSE) 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 1:1s / 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 minimising 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

Job Title	Lead Rehabilitation Engineer
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Requirements	Essential	Desirable
QUALIFICATION/ SPECIAL TRAINING		
• Degree in electronics, medical engineering or a closely related discipline, or equivalent knowledge and experience.	E	
• Specialist postgraduate diploma or specialist training and experience demonstrating knowledge to master's equivalent level.	E	
• Evidence of continuing professional development relevant to rehabilitation engineering, wheelchairs and specialist seating.	E	
• Relevant professional registration or membership (e.g. Institute of Physics and Engineering in Medicine – IPeM).	E	
• Management or leadership qualification.		D
• Formal training in quality management, risk management or medical device governance.		D
KNOWLEDGE/SKILLS		
• Highly developed specialist knowledge of electronics and rehabilitation engineering, wheelchair and specialist seating assessment, configuration, modification, testing and technical support.	E	
• Advanced fault-finding skills for complex and multi-faceted equipment.	E	
• Knowledge of equipment commissioning, technical risk assessment and safe systems of work.	E	
• Ability to analyse complex technical information and compare a range of options.	E	
• Ability to use CAD		D
• Excellent written and verbal communication, negotiation and influencing skills.	E	
• Ability to plan and adjust a broad range of complex service activities.	E	
• Knowledge of quality systems, technical support records and technical documentation.	E	
• Competent use of electronic equipment management and standard office information systems.	E	
• Knowledge of procurement, contracting and lifecycle planning for wheelchairs, specialist seating and associated equipment.		D
• Knowledge of audit, service evaluation and continuous improvement methods.		D
EXPERIENCE		
• Substantial specialist experience in medical engineering, electronics or wheelchair and specialist seating provision.	E	
• Experience of complex clinical-technical assessment, advanced fault-finding, configuration, modification, calibration, testing and commissioning.	E	
• Experience of managing staff and allocating work in a technical service.	E	
• Experience of providing specialist advice to clinical and managerial staff.	E	
• Experience of working with suppliers and service contractors and contributing to equipment purchasing decisions.	E	
• Experience of maintaining quality systems, procedures and accurate equipment records.	E	
• Experience of organising and delivering user or technical training.	E	
• Experience of managing a delegated non-pay budget.		D

• Experience of leading service change across organisational or professional boundaries.		D
PERSONAL ATTRIBUTES		
• Professional credibility and sound technical judgement.	E	
• Ability to lead, motivate and support a technical team.	E	
• Calm and methodical approach to urgent, interrupted and unpredictable work.	E	
• High level of accuracy, attention to detail and commitment to patient safety.	E	
• Ability to work autonomously and collaboratively across professional boundaries.	E	
• Ability to support innovation and sustainable working practices.		D
OTHER REQUIREMENTS		
• Willingness to work safely with electrical equipment, compressed gases and equipment that may be contaminated, following risk controls and using personal protective equipment.	E	
• Commitment to Trust values, policies, mandatory training and relevant professional standards.	E	
• Full UK driving licence where required for cross-site service delivery.	E	
• The post holder must demonstrate a positive commitment to uphold diversity and equality policies approved by the Trust.	E	
• Ability to travel to other locations as required.	E	

WORKING CONDITIONS/HAZARDS		FREQUENCY (Rare/ Occasional/ Moderate/ Frequent)			
		R	O	M	F
Hazards/ Risks requiring Immunisation Screening					
Laboratory specimens	N				
Contact with patients	Y				
Exposure Prone Procedures	N				
Blood/body fluids	Y		✓		
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)	N				
Animals	Y		✓		
Cytotoxic drugs	N				
Risks requiring Other Health Surveillance					
Radiation (>6mSv)	N				
Laser (Class 3R, 3B, 4)	N				
Dusty environment (>4mg/m3)	Y				✓
Noise (over 80dBA)	Y			✓	
Hand held vibration tools (=>2.5 m/s2)	Y		✓		
Other General Hazards/ Risks					
VDU use (> 1 hour daily)	Y				✓
Heavy manual handling (>10kg)	Y			✓	
Driving	Y				✓
Food handling	N				
Night working	N				
Electrical work	Y				✓
Physical Effort	Y				✓
Mental Effort	Y				✓
Emotional Effort	Y			✓	
Working in isolation	N				
Challenging behaviour	Y		✓		