Royal Devon University Healthcare NHS Foundation Trust

JOB DESCRIPTION

JOB DETAILS	
Job Title	Specialist Speech & Language Therapist
Reports to	Lead Speech & Language Therapist: ICSS
Band	6
Care Group	Clinical Specialist Services

JOB PURPOSE

The post holder is responsible for the provision of a specialist service for adults with acquired disorders of communication and swallowing, working collaboratively to ensure holistic, patient-centred interventions to deliver speech and language therapy within the Eastern Integrated Community Stroke Support (ICSS) team.

The post holder will report to the Lead Speech & Language Therapist for ICSS and work as a core member of the ICSS team. The team supports people across Exeter, East and Mid Devon to continue to receive specialist stroke rehabilitation outside of hospital. Working alongside nursing, medical, therapy and social care colleagues, the post holder will support people with self-management, secondary prevention and long-term condition management.

Caseloads will be flexible and at times will involve the provision of service to other areas of the Trust.

KEY RESULT AREAS/PRINCIPAL DUTIES AND RESPONSIBILITIES

The post holder will:

- Provide specialist assessment, differential diagnosis and treatment of adults with acquired disorders of communication and swallowing.
- Use specialist knowledge and skills to manage own complex caseload autonomously.
- Use a holistic, person-centred approach to devise and coordinate care plans in collaboration with patients, carers and multidisciplinary and multi-agency teams.
- Manage own workload on a day-to-day basis, ensuring appropriate service provision and liaising with the Clinical Lead at all times.
- Take an active role in discharge planning, ensuring a seamless transfer to other services when needed.
- Provide training and education for patients, relatives, carers and staff.
- Deputise for the Clinical Lead, providing leadership in the Lead's absence, support for team members and other leadership activities as required.
- Work flexibly to provide cover for absence and support for other teams.
- Provide Bank Holiday and weekend cover as required.
- Uphold Trust values at all times.

KEY WORKING RELATIONSHIPS

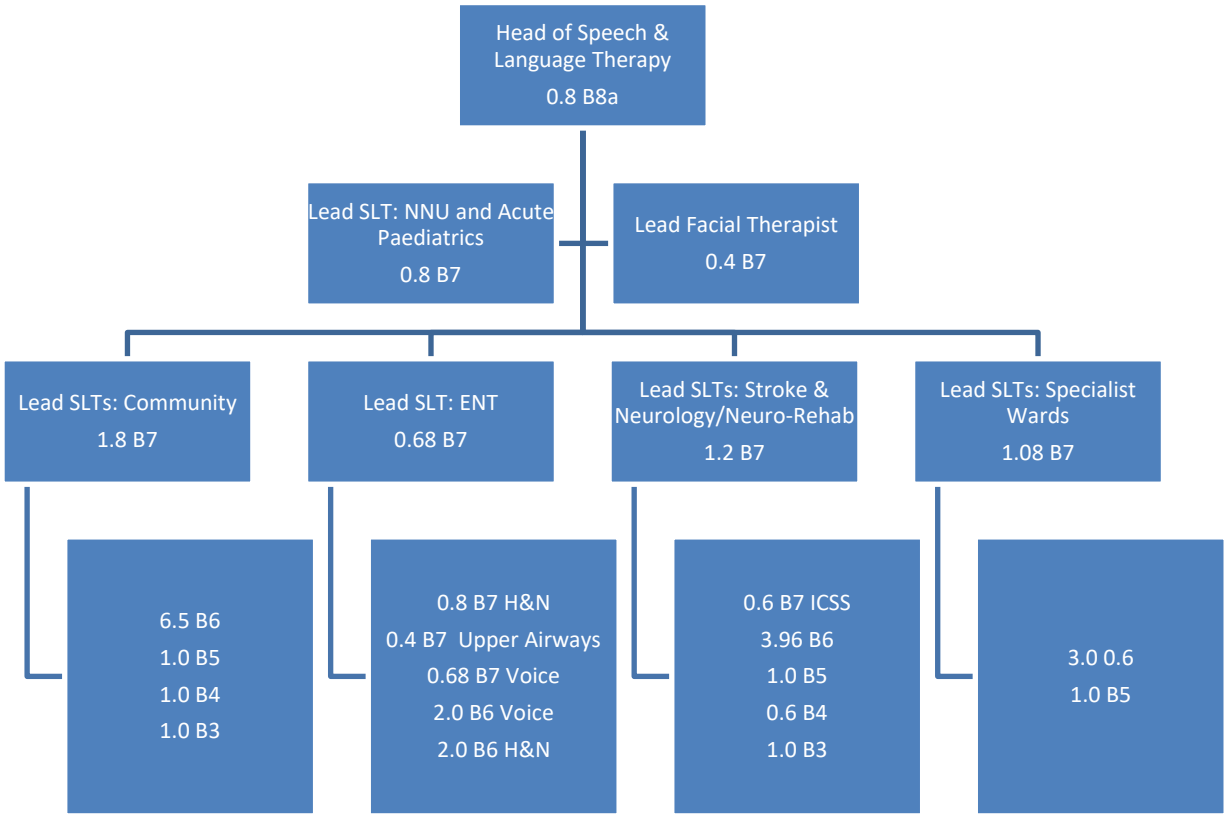
Areas of Responsibility:

- 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
• Lead Speech & Language Therapist: Neuro-Rehab • All members of the Eastern ICSS team • Other Neurology team Speech and Language Therapists • Other members of the Speech & Language Therapy Service • Head of Speech & Language Therapy • Operations Manager – Therapies • Consultants and other medical staff	• Patients, families and carers • Colleagues in other NHS Trusts and healthcare organisations • GPs • Social care • Voluntary organisations supporting patient care

ORGANISATIONAL CHART



FREEDOM TO ACT

- Take responsibility for and prioritise own workload and decision making to ensure that overall objectives are met, with the patient being the main focus.
- Work autonomously at a specialist level, making decisions, providing advice and support to patients, carers and other healthcare professionals.
- Work within defined departmental, Trust and national protocols, policies and guidance
- Uphold the Health and Care Professions Council (HCPC) standards of conduct, performance and ethics.

COMMUNICATION/RELATIONSHIP SKILLS

- Communicate complex condition-related information to patients, carers, relatives and members of the multidisciplinary team/other agencies in a way that is accessible and easily understood. This will include identifying facilitative strategies for people with communication and/or cognitive disorders and other barriers to understanding.
- Maintain close collaboration with other members of the multidisciplinary team through joint working and effective communication regarding treatment aims, progress and discharge planning (providing written reports and referrals as appropriate).
- Provide appropriate and timely information to all relevant members of the healthcare team regarding patients' rehabilitative requirements and changes in progress.
- Identify patient priorities and choices and plan intervention to accurately incorporate these wishes.

ANALYTICAL/JUDGEMENT SKILLS

- Analysis and interpretation of complex facts and situations to develop appropriate treatment plans from a range of options.
- Ongoing evaluation of outcomes, adapting intervention as necessary.

PLANNING/ORGANISATIONAL SKILLS

- Ongoing planning, organisation and prioritisation of own clinical and non-clinical workload, including teaching.
- Identify and escalate shortfalls and risks.

PATIENT/CLIENT CARE

- Complete an appropriate comprehensive assessment for patients as required, demonstrating clinical effectiveness by the use of evidence-based practice and outcome measures.
- Reassess patient status as treatment progresses and alter treatment programmes if necessary using clinical reasoning.
- Negotiate appropriate treatment goals with patients, undertaking regular re-evaluation and using appropriate outcome measures.
- Identify and develop the communicative competence of patients with severe and complex disorders of communication, helping them to improve their communication skills and be actively involved in decision making/goal planning wherever possible.
- Ensure that families/carers and other professionals/staff are aware of the patient's communicative competence and develop the former's ability to interact effectively using appropriate strategies.
- Take a balanced, person-centred approach to the ethical considerations of dysphagia management.
- Facilitate the empowerment of patients in the therapeutic process.
- Communicate effectively with patients and carers to maximise rehabilitation potential, ensure understanding of their condition and a safe and efficient discharge.
- Liaise and co-ordinate with other professionals to ensure that speech and language therapy interventions are an integral component of the patients' multidisciplinary care package and actively support and promote the discharge process.
- Ensure patient and staff safety during treatment and be able to take appropriate decisions with regards to risk.

POLICY/SERVICE DEVELOPMENT

- Contribute to the development of care guidelines, protocols and evidence-base in order to inform practice.
- Identify and contribute to service development initiatives.

FINANCIAL/PHYSICAL RESOURCES

- Responsible for the efficient use of resources within the service and advise on appropriate resource requirements.
- Responsible for the safe use of equipment and report any repairs which need to be undertaken.

HUMAN RESOURCES

- Supervise and delegate caseload to qualified and non-registered staff as required.
- Contribute to the development of junior therapists' clinical competencies and autonomy as necessary.
- Provide training to multidisciplinary team members as required.
- Provide full student placements, including assessment.
- Assist in the recruitment of departmental staff (selection and interview) as necessary.
- Contribute to the induction of new staff to the team.
- Delegated line management responsibilities if required.

INFORMATION RESOURCES

- Keep timely and accurate clinical records and handle these records and all other clinical information in accordance with applicable legislation, protocols and guidelines.
- Provide full, accurate and timely statistical data.
- Submit regular activity data as required.

RESEARCH AND DEVELOPMENT

- Participate in relevant audit and research activity.
- Critically appraise evidence to inform practice.
- Participate in clinical trials as appropriate.

PHYSICAL SKILLS

- Well-developed and accurate auditory and perceptual skills for the assessment, diagnosis and treatment of adults with acquired disorders of communication and swallowing.
- Moving and handling in line with Trust policy and procedure, including patients with complex disabilities.
- Skills in the use of equipment and technology for specialist clinical care.

PHYSICAL EFFORT

- Clinical intervention frequently involves sitting or standing in an awkward position.

MENTAL EFFORT

- Clinical intervention frequently requires intense concentration, including in busy environments with multiple interruptions.

EMOTIONAL EFFORT

- Frequently working with people in distressing or emotional circumstances.
- Required to have difficult conversations e.g. breaking unwelcome news about swallowing/communication diagnoses.

WORKING CONDITIONS

- Exposure to body waste and fluids as part of clinical interventions.
- Occasional aggressive behaviour when dealing with face to face complaints.

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 yourself 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.

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.

PERSON SPECIFICATION

Job Title	Specialist Speech & Language Therapist

Requirements	Essential	Desirable
QUALIFICATION/ SPECIAL TRAINING		
Recognised RCSLT degree (or equivalent).	E	
HCPC licence to practice.	E	
Clinical supervision training.		D
Competent at Enhanced level (RCSLT eating, drinking and swallowing competency framework).	E	
KNOWLEDGE/SKILLS		
Work to the guidance and standards of the HCPC and RCSLT.	E	
Excellent interpersonal skills including observation, listening and empathy.	E	
Well-developed negotiation and problem-solving skills.	E	
Well-developed analytical and reflection skills.	E	
Excellent verbal and written presentation skills.	E	
Well-developed planning, organisational and prioritisation skills.	E	
Specialist, up-to-date knowledge and skills across a broad range of assessment and treatment approaches for acquired disorders of communication and swallowing.	E	
Sound knowledge of relevant RCSLT clinical guidelines and professional standards; able to interpret these to generate assessment and therapy interventions for individual patients.	E	
Understanding of relevant Department of Health strategies, NICE guidance and Quality Standards.		D
Knowledge of the legal and ethical aspects of capacity/consent and withholding/withdrawing nutrition and hydration.	E	
Knowledge and use of evidence-based practice and outcome measurement.	E	
Understanding of the principles of clinical governance and audit.		D
Well-developed auditory and perceptual skills.	E	
Clinical/technical skills in undertaking and interpreting videofluoroscopy and FEES investigations.		D
Able to employ specialist counselling skills and provide psychological/emotional support for patients, carers and relatives with complex needs.	E	
Able to recognise the limits of own knowledge and skills and seek support/guidance as necessary.	E	
EXPERIENCE		
Post-qualification experience of working with people with acquired disorders of communication and swallowing.	E	
Experience of working as a core member of a multidisciplinary team.	E	
Experience of supervising students and junior staff.		D
PERSONAL ATTRIBUTES		
Able to maintain sensitivity at all times to patients, carers and families, especially when imparting distressing information about the nature and		

implications of profound, long-term communication and swallowing disorders. Able to manage the emotional consequences of working closely with people in distressing circumstances, including acute, progressive and terminal medical conditions. Able to recognise conflict between patients and their carers/relatives and facilitate resolution. Able to manage the challenging behaviours of cognitively impaired clients.	E E E	D
OTHER REQUIREMENTS Able to maintain intense concentration on, and active engagement with, all aspects of client management for prolonged periods – often in busy environments and with frequent interruptions. Able to be flexible to the demands of the post, including unpredictable work patterns/caseloads, deadlines, limited planning/organisation time, the need to multitask and make immediate complex decisions Able to work within infection control and health and safety guidelines in order to deal appropriately with exposure to infectious conditions and mouth contents encountered on a frequent basis. Able to meet the travelling needs of the post. Able to work flexibly over 7 days if required, including Bank Holidays. High standard of computer literacy.	E E E E E 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)	Y		✓		
Laser (Class 3R, 3B, 4)	N				
Dusty environment (>4mg/m3)	N				
Noise (over 80dBA)	N				
Hand held vibration tools (=>2.5 m/s2)	N				
Other General Hazards/ Risks					
VDU use (> 1 hour daily)	Y			✓	
Heavy manual handling (>10kg)	N				
Driving	Y				✓
Food handling	Y				✓
Night working	N				
Electrical work	N				
Physical Effort	Y				✓
Mental Effort	Y				✓
Emotional Effort	Y				✓
Working in isolation	Y			✓	
Challenging behaviour	Y		✓		