

JOB DESCRIPTION

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| **JOB DETAILS** | |
| **Job Title** | Assistant Practitioner for Stroke Therapy |
| **Reports to** | Clinical Team Manager for ESD |
| **Band** | Band 4 |
| **Department/Directorate** | Medical Services Division |

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| **JOB PURPOSE** |
| The post holder is responsible for providing support to the therapists within the seven-day Stroke ESD team. He/she will provide stroke skilled rehabilitation at the patient’s home for stroke patients within the service.  As a core member of the multidisciplinary team, the post holder will work collaboratively to ensure holistic, patient-centred interventions.  This position is based at the Heavitree Hospital. It covers the whole of the Eastern localities.  Case load will be allocated and indirectly supervised by the relevant qualified therapist.  Applicants will need their own car and driving license. Whilst all attempts are made to ensure you work within a ‘cluster area’, there will be an expectation for you to occasionally cover any area within our localities |
| **KEY RESULT AREAS/PRINCIPAL DUTIES AND RESPONSIBILITIES** |
| Assisting with and carrying out stroke specific therapy needs of the stroke patient at home  Managing caseload  Liaison with patients, family, members of the MDT and external agencies |
| **KEY WORKING RELATIONSHIPS** |
| 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** | | * Stroke ESD interdisciplinary team * Staff on stroke units at RDU Eastern * Patients * Community rehab /nurses * Psychologists | * GP’s * Care agencies * Social Services * Patient relatives and friends * Community led services | |  |  | |  |  | |  |  | |

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| **ORGANISATIONAL CHART** |
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| **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. * Use other professional advice to enable judgement to negotiate, problem solve and make decisions in the absence of line manager. |
| **COMMUNICATION/RELATIONSHIP SKILLS** |
| * Communicate complex condition-related information to members of the multidisciplinary team/other agencies in a way that is accessible and easily understood. Be able to communicate with patients/carers following discussion with MDT as appropriate * 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). * Demonstrate a full understanding of stroke to enable you to explain to the patient, carers etc the effects of a stroke and the care available * Support the patient to take responsibility for their rehabilitation needs. This may involve treating patients with communication impairment, deafness or other sensory impairment, with cognitive impairment, low mood or when English is not the first language. Develop empathy in working with these patients and act as an advocate for the patient whilst demonstrating skills to deal with emotional or aggressive responses from patients and carers. * Maintain strong working relationships with all members of the team and individuals that contribute to patient care. * Organise and manage own caseload ensuring effective communication with team members * Be an active participant in weekly MDT and forge integrated relationships with the wider community teams |
| **ANALYTICAL/JUDGEMENTAL SKILLS** |
| * Identify those patients who may need alternative support and liaise effectively with the multidisciplinary team. * Guide and work in conjunction with the multidisciplinary team demonstrating clear clinical reasoning. * Demonstrate competent problem-solving skills and the ability to use innovative ideas to enhance and improve service delivery with professional guidance. |
| **PLANNING/ORGANISATIONAL SKILLS** |
| * Liaise with the multidisciplinary team to assist with timely assessment and intervention and clear communication to patients and their families. * Identify patient priorities and choices and assist in intervention to accurately incorporate these wishes. * Work autonomously at a high level whilst seeking professional support, providing advice and support to patients, carers and other healthcare professionals. * Submit regular data about activity levels as required. |
| **PATIENT/CLIENT CARE** |
| * Negotiate appropriate treatment goals with patients, undertaking regular re-evaluation and using appropriate outcome measures. * 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, patient-centred approach to the ethical considerations of all stroke care 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 all 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** |
| Commit to involvement with service improvement and projects |
| **FINANCIAL/PHYSICAL RESOURCES** |
| * Be aware of the efficient use of resources within the service and advise on appropriate resource requirements. * Be responsible for the safe use of equipment and report any repairs which need to be undertaken |
| **HUMAN RESOURCES** |
| * Communicate the need for higher level support and provide advice within the team appropriately |
| **INFORMATION RESOURCES** |
| Use EPIC effectively for all information and documentation |
| **RESEARCH AND DEVELOPMENT** |
| Assist registered staff with audit and data collection |
| **PHYSICAL SKILLS** |
| Driving, manual handling, use of equipment , set up and delivery of equipment |
| **PHYSICAL EFFORT** |
| * Use of and experience in stroke specific therapy which includes hands on physical therapy * Use of specialist and generic equipment. Manual handling. Long distance driving |
| **MENTAL EFFORT** |
| * Work independently as well as within the team. * Use initiative when assisting with delivery of services, interpreting policy and practice guidance to ensure that the service meets the requirements of Trust policies and commissioning guidelines. * Maintain effective communication with colleagues. |
| **EMOTIONAL EFFORT** |
| * Act professionally at all times and in line with Trust values, beliefs and policies. * Provide psychological and emotional support for patients, families and colleagues. |
| **WORKING CONDITIONS** |
| Lone working (see community policy) |
| **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 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.  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

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| **Job Title** | Assistant Practitioner for Stroke Therapy |

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| **Requirements** | **Essential** | **Desirable** |
| **QUALIFICATIONS / SPECIAL TRAINING**  NVQ level 3 plus additional training, or equivalent through short courses and relevant applied experience.  OR Higher Professional Diploma or equivalent  Completed speciality competencies  Ability to work unsupervised and on own initiative  Full driving license with appropriate car insurance for business use | ✓  ✓  ✓  ✓ |  |
| **KNOWLEDGE / SKILLS**  Experience of stroke care  Evidence of working within stroke speciality  Experience and evidence of relevant NHS work in rehabilitation  Significant experience of working in a relevant health or social care setting  Knowledge of stroke rehabilitation  IT skills  Analytical and reflection skills  Able to prioritise and organise own workload  Excellent interpersonal skills including observation, listening and empathy. | ✓  ✓  ✓  ✓  ✓  ✓  ✓ | ✓  ✓ |
| **PERSONAL ATTRIBUTES**  Good team member able to compliment the group dynamics  Enthusiastic, highly motivated and committed to a developing service  Confidentiality  Able to work as part of a team  Willingness to learn new skills relevant to the post  Ability to recognise own professional and clinical boundaries and competencies, and seek advice and support from supervising therapists  Ability to recognise areas for clinical and professional development  Able to manage the emotional consequences of working closely with people in distressing circumstances, including acute, progressive and terminal medical conditions | ✓  ✓  ✓  ✓  ✓  ✓  ✓  ✓ |  |
| **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.  Computer literate. | ✓  ✓  ✓  ✓  ✓  ✓ |  |

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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 | N |  |  |  |  |
| Contact with patients | Y |  |  |  | ✓ |
| Exposure Prone Procedures | N |  |  |  |  |
| Blood/body fluids | 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) | N |  |  |  |  |
| Respiratory sensitisers (e.g isocyanates) | N |  |  |  |  |
| Chlorine based cleaning solutions  (e.g. Chlorclean, Actichlor, Tristel) | N |  |  |  |  |
| Animals | N |  |  |  |  |
| Cytotoxic drugs | N |  |  |  |  |
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| **Risks requiring Other Health Surveillance** | |  |  |  |  |
| Radiation (>6mSv) | N |  |  |  |  |
| Laser (Class 3R, 3B, 4) | N |  |  |  |  |
| Dusty environment (>4mg/m3) | N |  |  |  |  |
| Noise (over 80dBA) | N |  |  |  |  |
| Hand held vibration tools (=>2.5 m/s2) | N |  |  |  |  |
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| **Other General Hazards/ Risks** | |  |  |  |  |
| VDU use ( > 1 hour daily) | Y |  |  |  | ✓ |
| Heavy manual handling (>10kg) | Y |  |  | ✓ |  |
| 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 |  |  |  |  |