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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** | Clinical Lead Physiotherapist – Acute & respiratory medicine inpatient wards, respiratory outpatient clinic and pulmonary rehab |
| **Reports to** | Head of Acute Physiotherapy |
| **Band** | 7 |
| **Department/Directorate** | Clinical Specialist Services |

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| **JOB PURPOSE** | |
| The post-holder is responsible for providing joint leadership and clinical expertise to patients and therapists based within the acute respiratory wards and in providing specialist advice and interventions for patients with chronic respiratory conditions in an outpatient setting.  The post holder will provide highly specialist assessment and intervention for a complex caseload, and will take a lead in multi-disciplinary activities. This role will include supporting complex respiratory cases; providing leadership, knowledge and expertise around the management of respiratory conditions and the deteriorating patient, including HDU and tracheostomy care across the Trust and assisting in facilitating timely discharges to be achieved by the service. The post holder will have excellent communication skills and an understanding of the pathways across the acute and community service to manage the acutely unwell patient.  The post-holder will also support the outpatient respiratory clinic at Heavitree hospital, oversee the provision of pulmonary rehab and will be responsible for developing the Physiotherapy service and attending MDTs.  This post will take responsibility for ensuring new staff are inducted and trained for respiratory on-call.  The post holder will work closely with the Clinical Lead Occupational Therapist in Acute Medicine facilitating resolution of workload/staffing issues, ensuring risk assessments are completed and providing information to the Division as required in the absence of the Head of the Service.  The post holder will contribute to leading the training and development of less experienced staff, undergraduates and other professionals as required.  The post holder will be willing to work flexibly across seven days if required including weekends and bank holidays and support those working on the on-call rota. | |
| **KEY WORKING RELATIONSHIPS** |  |
| * Head of Acute Therapy Services * Heads of Occupational Therapy and Physiotherapy * Occupational and Physiotherapy teams * Consultants, Medical Staff, ward managers and nursing staff * G.Ps and other community practitioners * Social services staff * Trust Hospital discharge facilitator, Intermediate and community services. | |
| **ORGANISATIONAL CHART** | |
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| **KEY RESULT AREAS/PRINCIPAL DUTIES AND RESPONSIBILITIES** | |
| * To be responsible for teaching and leadership within this acute respiratory team working alongside the occupational therapy/colleagues, and will support and deputise in the absence of the Head of Physiotherapy. * To be able to manage the acute deteriorating patient and a range of respiratory conditions including COPD, cancers, cystic fibrosis, ILD, bronchiectasis and the management of tracheostomy patients and patients on ventilation, high flow oxygen, CPAP or other NIV modalities. * To be flexible to support their therapy colleagues in ensuring safe and timely discharge * To deliver respiratory outpatient clinics and establish rehabilitation specifically for these patients. * To be responsible for the provision of pulmonary rehabilitation within the community. * To actively assist in the smooth running of the service throughout the RD&E NHS Foundation Trust. * The be responsible for their own workload within the designated clinical area; for the assessment and treatment of patients on a day-to-day basis**;** management and supervision of the physiotherapy team; training and induction for new staff to the emergency respiratory on-call service and assistance with compilation of the weekend / on call respiratory and bank holiday cover rota as required. * Caseloads will be flexible and at times will involve the provision of service to other areas of the Trust. * To participate in seven day working and provide cover at weekends and Bank Holidayson a rota as necessary. * Demonstrate a sound understanding of Clinical Governance and Risk Management and apply to work situation. * This post will be based across the acute in-patient medical wards and out-patient environment. | |
| **COMMUNICATION/RELATIONSHIP SKILLS** | |
| * To maintain a close liaison with other members of the multidisciplinary team through effective communication regarding patient treatment aims, progress and discharge planning (providing written reports and referrals as appropriate). * To provide appropriate and timely information to all relevant members of the healthcare team regarding patients’ physiotherapy requirements and changes in progress. * To liaise and co-ordinate with other professionals to ensure that physiotherapy interventions are an integral component of the patients’ long term management of their respiratory condition, any multidisciplinary care package and actively support and promote the discharge process. * To communicate effectively with patients and carers to maximise rehabilitation potential, ensure understanding of their condition particularly in regards home physiotherapy and oxygen therapy to support a safe and efficient discharge. * To provide specialised advice to clinicians outside of the Trust for continued patient rehabilitation/management to ensure effective discharge. * Read and interpret a range of policy and guidance, both local and national * Communicates sensitive and complex information in an appropriate manner and depth for the individual | |
| **ANALYTICAL/JUDGEMENTAL SKILLS** | |
| * To undertake a high standard of physiotherapy assessment, diagnosis and treatment, this may include highly complex cases, as an autonomous practitioner. * Interpret highly complex information e.g. medical notes and clinical findings * To develop, implement and evaluate specialised therapeutic treatment plans on a case by case basis for both acute and long term conditions. * To be responsible for the safe use and provision of equipment and to report any necessary repairs which need to be undertaken. * To be responsible for reassessing patient status as treatment progresses and alter treatment programmes as appropriate using clinical reasoning. * To be able to safely manage and escalate when necessary the deteriorating or acutely unwell patient. * Demonstrate a sound understanding of Clinical Governance and Risk Management and apply to work situation | |
| **PLANNING/ORGANISATIONAL SKILLS** | |
| * To organise and manage the therapy team ensuring effective cover for all ward and outpatient areas * 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 his/her own workload within the designated clinical area on a day-to-day basis. * Lead and participate in the operational planning and implementation of policy and service development within the team, helping to set priorities. * 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 sessions, optimising clinical time for the whole team. * To be involved in longer term strategic planning in area of own expertise. | |
| **PHYSICAL SKILLS** | |
| * To be computer literate and able to use electronic systems including EPIC * Assess, prescribe and demonstrate the safe use of equipment * Therapeutic handling of patients often with the need for prolonged physical effort. | |
| **PATIENT/CLIENT CARE** | |
| * Manage a highly complex caseload and treatment programmes to a high standard expected of an experienced clinician without day to day clinical supervision. * Prioritise, assess and treat highly complex patients referred, employing evidence based and reflective practice approach, using a wide range of modalities and skills in order to maximise patient/user independence. * Identify specific problems/needs, and develop goals and highly specialist treatment plans in partnership with the patient and others. * Evaluate patient care in the specialty and be proactive in developing services to meet national and local standards. * Evaluate patient/user progress, and modify treatment/input if required. * Maintain accurate and timely patient records and reports using agreed standard formats * Be professionally and legally accountable for all aspects of your own work, within the context of an autonomous practitioner. | |
| **POLICY/SERVICE DEVELOPMENT** | |
| * To keep updated of changes in care guidelines, protocols and evidence-base so as to inform practice. * To work to professional standards as set by the Trust, the HCPC and the Chartered Society of Physiotherapy. * To ensure that all Trust Policies & Procedures and Statutory Acts & Regulations are known and implemented/adhered to as necessary/appropriate * Maintain personal safety by following lone working policy and respect property and equipment within the working environment in accordance with trust and team guidelines * 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. * Report any accidents/ untoward incidents/ near misses to self, patients or carers to the Manager in accordance with Trust policy. | |
| **FINANCIAL/PHYSICAL RESOURCES** | |
| * To be aware of budget for equipment prescription appropriate to banding * 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. * Provide information on staffing levels, skill mix, referral trends for the Head of Service as required | |
| **HUMAN RESOURCES** | |
| * To be responsible for the supervision of and appropriate delegation of caseload to rotational physiotherapy staff and non-registered staff ensuring effective rehab programmes are carried out to maximise benefit to patients * To be responsible for the supervision of undergraduate students (physiotherapy, medical, etc). * To be jointly responsible for the on-going professional and clinical development of the physiotherapy team, teaching formal in-service and 'on the job' training sessions as appropriate. * To carry out supervision, sickness review and personal performance reviews for therapy staff in a timely manner. * To assist in the recruitment of departmental staff (selection and interview) as necessary and support induction and probation as required * To be jointly responsible for induction of new staff to the team. * To actively assist in the smooth running of the wider physiotherapy service throughout the Royal Devon NHS Foundation Trust. * To keep Clinical Leads, Team Leads and the Head of Service 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 using EPIC. * To submit, monitor and review regular data about activity levels and performance * To participate in team and department audit activity and peer review to ensure best practice. | |
| **RESEARCH AND DEVELOPMENT** | |
| * To undertake any additional duties commensurate with this grade as required by the physiotherapy service. * 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 (including attendance at post-registration courses - internal and external). | |
| **FREEDOM TO ACT** | |
| * They will be responsible for the management and supervision of the physiotherapists across medicine in the absence of Team Leads and will ensure appropriate service provision on a daily basis, liaising with the Clinical Leads at all times. * To undertake a high standard of physiotherapy assessment, diagnosis and treatment, this may include highly complex cases, as an autonomous practitioner. * They will provide advice, direction and support to other wards as necessary within the medical directorate. * Initiate and lead specific projects as 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 themselves 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:  Compassion  Integrity  Inclusion  Empowerment  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:**  **Clinical Lead Physiotherapist – Acute & Respiratory Medicine inpatient wards and outpatient clinics** | | |
| **Requirements** | **Essential** | **Desirable** |
| **QUALIFICATION/ SPECIAL TRAINING**  Recognised Physiotherapy training  B.Sc. / B.Sc (Hons) / MSc Physiotherapy/equivalent  HCPC Registered  Relevant post graduate courses or equivalent experience  Student clinical supervision training  Member CSP | **E**  **E**  **E**  **E** | **D**  **D** |
| **EXPERIENCE**  Post graduate NHS experience in core areas including acute respiratory and rehabilitation  Previous leadership experience  Evidence of supervision of registered staff  Evidence of multi-disciplinary team working and complex discharge planning and patient management  Evidence of clinical supervision and teaching skills  Evidence of staff appraisal & performance review  Evidence of developing standards and competencies  Evidence of working between Primary & Secondary Care  Evidence of previous clinical innovative approaches  Evidence of previous involvement in audit/research  Evidences a broad in-depth range of clinical knowledge and highly specialist skills relevant to the clinical workload including acute respiratory and outpatient respiratory clinics. | **E**  **E**  **E**  **E**  **E**  **E**  **E**  **E**  **E**  **E** | **D** |
| **PERSONAL ATTRIBUTES:**  Demonstrates working at senior / specialist level within the Acute NHS  Evidence of managing complex clinical caseload in acute medicine and respiratory  Evidence of experience of managing long term and life limiting conditions showing excellent communication skills  Evidence of advanced clinical reasoning skills  Evidence of communication skills with bed management teams and hospital discharge facilitators  Experience in managing and supporting a team of staff  Experience of recruitment and interviewing techniques  Skills in complex discharge planning  Evidence of clinical and teaching skills | **E**  **E**  **E**  **E**  **E**  **E**  **E**  **E**  **E** |  |
| **OTHER REQUIREMENTS:**  Enthusiastic towards post  Ability to work flexibly over 7 days including bank holidays and weekends  Car driver  Computer literate – ability to work with EPIC systems  Ability to provide support to on-call respiratory Physiotherapists | **E**  **E**  **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 | N |  |  |  |  |
| 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) | N |  |  |  |  |
| Respiratory sensitisers (e.g isocyanates) | N | nnthr |  |  |  |
| Chlorine based cleaning solutions  (e.g. Chlorclean, Actichlor, Tristel) | N |  |  |  |  |
| 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 | Y/N |  | Y |  |  |
| Food handling | Y/N | Y |  |  |  |
| Night working | Y/N |  | Y |  |  |
| 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 |  |  |